Agency Information and Mission
Catholic Charities Diocese of Monterey is a faith-based non-profit social service agency providing aid to individuals and families in the central coast counties of Monterey, Santa Cruz, San Benito and San Luis Obispo.

We are motivated by our mission to assist individuals and families of all backgrounds and beliefs; providing them with tools and resources to help meet the basic necessities for life. In addition, we provide information and referrals to social service agencies in each community we serve. Our core programs are: Family Supportive Services, Legal Immigration and Citizenship Services, and Tattoo Removal.

Program Description
The CalFresh Healthy Living (SNAP-Ed) program supports healthy, active and nourished lifestyles by teaching Californians about good nutrition and how to stretch their food dollars, while also building partnerships in communities to make the healthy choice, the easy choice.

CalFresh Healthy Living is administered at the state level by the California Department of Social Services (CDSS), the California Department of Public Health (CDPH), University of California CalFresh Nutrition Education Program (UC CalFresh), California Department of Aging (CDA), and Catholic Charities of California, Inc. (CCC), and delivered at the local level by Local Health Departments, UC Extension Offices, Area Agencies on Aging, and Local Catholic Charities Organizations.

Position Description
The Nutrition Educator provides educational classes and education promotion to low-income seniors, families, and youth to support healthy eating and active living in the counties of Monterey and Santa Cruz. The Nutrition Educator is also responsible for assisting program staff with the implementation of multi-level evidence-based interventions to make positive changes in healthy eating and active living.

Additionally, this position assists the Program Coordinator with the administration of the CalFresh Healthy Living program to ensure compliance with the contract between Catholic Charities Diocese of Monterey and Catholic Charities of California (CCC).

Position Responsibilities
Nutrition & Physical Activity Education & Promotion
- Teach nutrition, food safety, physical activity and food resource management education classes to low-income individuals and families, using state approved curriculum and materials.
- Distribute linguistically and culturally appropriate nutrition education materials at partner sites, through various social media channels, and at health fairs and other community or promotional events where nutrition education messages are delivered.
- Coordinate program activities with other agency services and programs, where appropriate.

Community Assessment & Engagement Activities
• Support community assessment activities specifically outlined in the three year CalFresh Healthy Living work plan for implementation of evidence-based interventions.
• Support community engagement activities to increase local community participation in CalFresh Healthy Living activities.

Coordination and Collaboration Activities
• Maintain existing partnerships with program sites and community organizations, and collaborate to recruit participants and implement program activities.
• Establish new sites to deliver services in the local community.
• Liaison with Local Implementing Agencies (LIAs) in implementing the program and coordination of activities.

Trainings and Technical Assistance
• Attend and participate in program trainings (some require overnight stays), and incorporate information into program delivery.
• Provide training and technical assistance to partner site staff and volunteers in support of the implementation of program interventions.

Program Data & Reporting
• Collect, track, and report accurate and complete program data into the Program Evaluation and Reporting System (PEARS) on a monthly basis.
• Capture photos, videos, and written testimonials to highlight participant and program success stories.

Program Evaluation [if agency participates in evaluation efforts]
• Administer appropriate survey in support of agency’s program evaluation efforts.
• Submit surveys to evaluation consultants promptly after administration to adhere to agency’s evaluation goals.

Desired Qualifications
1. Bachelor’s degree in Public Health, Nutrition, or Education preferred, or three years related work experience.
2. At least one year of experience providing education or training to adults and/or youth.
3. Demonstrated ability to speak, read, and write Spanish and English fluently.
4. Proficient with Microsoft Office programs and the ability to learn new data-base systems.
5. Detail oriented, highly organized, thorough, and accurate.
6. Able to assume responsibility and work independently in an organized and trustworthy manner.
7. Skill in working with people as a team member or independently.
8. Ability to prioritize work tasks and manage time effectively.
9. Availability to work evenings and weekends when necessary.
10. Must have reliable transportation, able to provide California’s driver license, and able to travel to community locations within Monterey and Santa Cruz Counties (mileage reimbursement provided).

How to Apply
Email resume to CalFresh and Nutrition Coordinator, Guillermina Hernandez ghernandez@catholiccharitiesdom.org