

Class Concept

Work in the class involves managing and coordinating the food preparation or production operations in a hospital or institution. Work involves supervisory responsibility in food production including food procurement, storage, and menu planning for the regular and wide variety of therapeutic diets, sanitation, record keeping, and staff development. This employee works closely with clinical dietitians in planning special diets or item substitution and preparing nutritional calculations of the prepared menus. Position works independently under the general supervision of the Food Service Director.

Recruitment Standards

Knowledge, Skills, and Abilities

- Thorough knowledge of the accepted principles and practices of dietetics and nutrition
- Thorough knowledge of the dietary requirements for a variety of special diets and allowable substitutions for various items found on regular and diet menus
- Basic knowledge of purchasing and procuring foodstuffs, equipment, and supplies
- Basic knowledge of methods, material, and equipment used in large-scale cooking and food service activities
- Basic knowledge of food quantities needed to feed a relatively large number of persons and the relative cost of various food items
- Basic knowledge of food sanitation principles, and methods of maintaining such standards in an institutional kitchen
- Ability to delegate responsibility and to plan, organize, and direct the workers having a variety of skills
- Ability to inspect incoming produce and meats to determine that they meet purchase order specifications

Minimum Education and Experience

Master's degree in Nutrition, Institutional Management, Food Service, or Dietetics from an appropriately accredited institution with the Academy of Nutrition and Dietetics (AND) Commission on dietetic registration eligibility; or Bachelor's degree in Foods and Nutrition, Dietetics, or related area from an appropriately accredited institution and completion of an Academy of Nutrition and Dietetics (AND) approved dietetic internship or coordinated undergraduate program with AND Commission on dietetic registration eligibility, and one year of dietary experience.