

**RIVERSIDE UNIFIED SCHOOL DISTRICT
AND
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
CHAPTER 506
TENTATIVE AGREEMENT
December 9, 2014**

Subject to the approval of the Riverside Unified School District Board of Education (the "District") and subject to ratification by the California School Employees Association, Chapter 506 ("CSEA") the parties agree to the following job description:

RIVERSIDE UNIFIED SCHOOL DISTRICT

CLASS TITLE: NUTRITION ~~SPECIALIST~~ ASSISTANT (Range 8) ✓

BASIC FUNCTION:

Under the direction of the Nutrition Specialist, assist in providing instruction to individuals or small groups of students with nutrition education activities and community events that promote healthy eating and physical activity for low-income families, the target population, SNAP (Supplemental Nutrition Assistance Program) recipients and other similar households.

REPRESENTATIVE DUTIES:

~~Assist in the delivery~~ Delivery of general nutrition education to individuals or small groups of students in an assigned classroom or group setting.

~~Assist in preparing~~ Prepare lessons as directed by the Nutrition Specialist.

~~Assist in staffing~~ Staffing of health fairs and other community or promotional events where nutrition education messages are delivered.

~~Documentation of educational and other encounters.~~

Assist with writing project reports and preparations of quarterly reports as well as maintaining program reporting and tracking systems.

Perform routine clerical duties such as preparation of instructional and classroom materials; operate laminator, computer, fax or copier as assigned.

Provide support to the Nutrition Specialist by setting up work areas, displays and exhibits, taking attendance, operating audio-visual equipment, operating educational training equipment and distributing and collecting paper and supplies.

~~Assist in the direction of~~ Direct group activities of students as assigned; assist in monitoring activities as assigned.

Confer with Nutrition Services staff concerning programs and materials to meet student needs as needed.

Participate in meetings and in-service training programs as assigned.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Dietary guidelines and sound nutrition principles
- Basic subjects taught in the District schools, including arithmetic, grammar, spelling, language and reading.
- Equipment as assigned by the position.
- Safe practices in classroom and outside activities.
- Correct English usage, grammar, spelling, punctuation and vocabulary.
- Interpersonal skills using tact, patience and courtesy.
- Basic record-keeping techniques.

ABILITY TO:

- Assist Nutrition Specialist with assigned instructional activities.
- Assist with instruction and related activities in a classroom or assigned learning environment.
- Communicate effectively both orally and in writing.
- Establish and maintain cooperative and effective working relationships with others.
- Perform routine clerical duties in support of assigned activities.
- Print and write legibly.
- Add, subtract, multiply and divide quickly and accurately.
- Understand and follow oral and written directions.
- Learn procedures, functions and limitations of assigned duties.
- Learn to apply and explain policies and procedures related to program activities.

EDUCATION AND EXPERIENCE:

- Minimum one year experience or education in Nutrition, Health Education or related field required.
- Nutrition focused public speaking preferred

LICENSES AND OTHER REQUIREMENTS:

- Valid California Driver's License
- Food Handler's Card or Serve Safe Certification

WORKING CONDITIONS:

ENVIRONMENT:

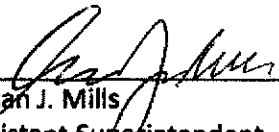
- Classroom and outdoor environment

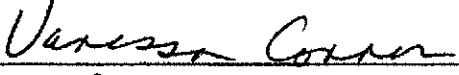
PHYSICAL ABILITIES:

- Seeing to monitor student behavior during activities
- Hearing and speaking to exchange information related to classroom assignments
- Bending at the waist, kneeling or crouching to assist students
- Standing and walking for extended periods of time


AGREED:

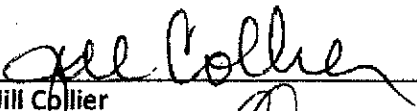
For the District:

 12-17-14
Date
Susan J. Mills
Assistant Superintendent, Human Resources
Riverside Unified School District


Vanessa Connor



Shani Dahl



Edrai Hernandez


Jill Collier


Orin Williams

For CSEA:

 12/17/14
Date
Daniel S. Rudd
President, CSEA Chapter 506
Riverside Unified School District



Lynn Thompson
Labor Relations Representative
CSEA


Gloria Cormier


Laura Egan


Joyce Marsteller


Joseph Baglio


Tim Wooten