

NUTRITION WORKER: ROLE AND RESPONSIBILITIES

Background

A Nutrition Worker, reporting to the Principal and Community School Coordinator, will provide a high quality nutrition program for the students and staff of the community schools.

Procedures

The Nutrition Worker will have specific responsibilities for:

1. Relationships with Students & Staff
 - 1.1 Assist the Community School Coordinator in the preparation of menu plans and purchases.
 - 1.2 Organize and deliver morning snacks.
 - 1.3 Maintain immediate work area in a safe, clean and orderly state.
 - 1.4 Demonstrate consideration and respect towards parent volunteers.

2. Confidentiality
 - 2.1 At no time should a Nutrition Worker discuss, in public, information pertaining to employees, students or the operation of the division. A Nutrition Worker is expected to respect the confidential nature of their position by avoiding discussion about any topics that are not formally communicated to the public by the administration of the school or the school division. Breaching confidentiality is a serious violation of acceptable conduct and *The Local Authority Freedom of Information and Protection of Privacy Act*.

3. Other Duties As Assigned
 - 3.1 Performs other duties and obligations as assigned by the Principal or Community School Coordinator.