

GARAWAY LOCAL SCHOOLS

Sugarcreek, Ohio

**ADMINISTRATIVE POSITION VACANCY ANNOUNCEMENT
2022/2023 SCHOOL YEAR****TITLE: Child Nutrition Director****TIME:** Full-Time 197 Days

QUALIFICATIONS: Associate's or Bachelor's Degree, Food Service Management Experience, child nutrition certifications preferred. Must meet or exceed USDA professional standards for School Nutrition Programs. <https://www.fns.usda.gov/tn/guide-professional-standards-school-nutrition-programs>

GENERAL DUTIES AND SKILLS:

- Oversees the operation of food preparation
- Computer knowledge
- Requisition and inventory of foods, materials, and equipment for cafeteria
- Ensure sanitary standards are met
- Ensure compliance with USDA School Nutrition Program Guidance
- Set District menus compliant with calorie counts
- Plan training for cooks
- Accounting for invoices and bills monthly
- Keeping required local and State records; input information on the ODE website
- Order Commodities online
- Enter information into Point of Sale System
- Others as listed in Job Description

CERTIFICATION: Within one year of being hired, candidate must successfully complete Certification requirements of the American School Foods Service Association and the Ohio School Food Service Association.

KNOWLEDGE OF: All aspects of food service, nutrition, and business.

SALARY: Negotiable with experience.

APPLICATION: Interested persons should forward a letter of interest and resume with references on or before November 18, 2022, by 3:00 p.m. to Dr. James Millet, Superintendent, 146 Dover Road NW, Sugarcreek, OH 44681, or email the secretary ktroyer@garaway.org. This position will remain open until filled.

GARAWAY LOCAL SCHOOLS IS AN EQUAL OPPORTUNITY EMPLOYER.

It is the policy of the Garaway Local Schools Board of Education that the best-qualified applicant shall be selected for each position without regard to race, color, religion, national origin, age, sex, marital status, political affiliation or disabling conditions. No person shall be denied employment solely because of any impairment, which is related to the ability in activities involved in the position or program for which application is made.