



**Alabama Women, Infant, and Children (WIC) Program  
Nutritionist Assistant Administrator (NAA)  
Breastfeeding Peer Counseling (BFPC) Coordinator**



### **Job Summary**

The Breastfeeding Peer Counselor (BFPC) Coordinator is a State WIC Office position that oversees the Alabama WIC BFPC program, providing training, materials, and resources to peer counselors statewide, and assists with WIC Nutrition Services activities such as the State Breastfeeding Promotion and Support Plan, Value Enhanced Nutrition education (VENA), outreach, and other WIC activities.

### **Job Details**

- Full Time
- Location – Montgomery, AL
- Salary Range – \$49,900.80 - \$91,269.60

\*All State of Alabama employees will receive a 2 percent cost of living allowance (COLA), effective October 1, 2023. The pay rate above is inclusive of the new pay scales, effective October 1, 2023.

### **Education and Experience**

- B.S. degree in Nutrition, Foods and Nutrition, Dietetics, or Community Nutrition from an accredited college or university and three (3) years of professional nutrition experience OR M.S. degree in Nutrition, Foods and Nutrition, Dietetics, or Community Nutrition from an accredited college or university *and* two (2) years of professional nutrition experience (required)
- Registered Dietitian (required)
- Licensed in the state of Alabama, or eligible for licensure (required)
- Experience with Microsoft applications such as Word, Microsoft Excel, etc. (required)
- WIC experience (preferred)
- Must be able to travel in and out of state to attend required meetings and conferences (required)
- Experience with managing multiple projects (required)

### **Job Responsibilities**

- Coordinates and directs the Breastfeeding Peer Counseling Program, including writing, reviewing, and revising policies and procedures
- Plans, coordinates, and conducts training for Breastfeeding Peer Counseling Program so that peer counselors and peer counselor coordinators receive accurate information for implementing or continuing the Breastfeeding Peer Counseling Program, including Crossroads MIS testing and training of documentation procedures
- Manages the Breastfeeding Peer Counseling Program grant to maximize federal funds to successfully promote breastfeeding among WIC participants
- Assists the State Breastfeeding Coordinator with the State Breastfeeding Promotion and Support Plan, including participating in networking activities with hospitals and other stakeholders

- Assists with WIC program activities/projects such as VENA (participant-centered nutrition assessment), nutrition education, staff training, outreach, and other activities
- Communicates with supervisor, state staff, district and clinic staff, participants agencies, and other individuals
- Assist with special projects and assignments to support the mission of Alabama’s WIC Program and/or the Department including but not limited to WIC approved foods list and staff evaluation tools
- Responds to emergency and disaster assignments when called to duty

**To Apply:**

- Go to <https://www.personnel.alabama.gov/Jobs>
- Enter “40667” in the “Filter by Job Title, Class, or Keyword” search box
- Click “apply online”
- Follow directions to set up an Online Employment System (OES) account, or login to an existing OES account
- Complete & submit online application

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*\* “The Alabama Department of Public Health makes no concessions as to the scope of the terms “sex” or “discrimination” as they appear in Title IX of the Education Amendments of 1972 and the Food and Nutrition Act or implementing regulations.”*

*The USDA is an equal opportunity provider and employer.*