Part-Time Registered Dietitian Nutritionist (RDN) or Certified Nutrition Specialist (CNS)

Jubilee Family Development Center – Lynchburg, VA
Part-Time | Reports to Assistant Program Director

For over 25 years, Jubilee Family Development Center has served children and families in Lynchburg with educational enrichment, mentoring, and faith-informed community support. The Registered Dietitian Nutritionist (RDN) or Certified Nutrition Specialist (CNS) plays a vital role in advancing Jubilee Family Development Center's mission by helping children and families build healthy habits that contribute to academic success, lifelong wellness, and stronger communities. Through education, consultation, and leadership, this position supports a culture where nutritious food, active living, and informed choices become the foundation for healthier futures.

Position Summary

The Registered Dietitian Nutritionist (RDN) or Certified Nutrition Specialist (CNS) serves as the nutrition consultant for the After-School Program and Summer Enrichment Camp at Jubilee Family Development Center, as well as for the local Fuel for the Future Healthy Community Action Team (HCAT) partner organizations, including Jubilee. This position is responsible for developing, implementing, and evaluating nutrition initiatives that promote healthy lifestyles, reduce childhood obesity, and improve the quality of meals and snacks served to youth.

The RDN/CNS will work collaboratively with program leadership, food service staff, families, community partners, HCAT partners, and health professionals to establish evidence-based nutrition practices that encourage lifelong healthy eating habits.

Schedule: Part-Time (approximately 6–10 hours per week; flexible schedule with increased hours during summer programming); some evenings and weekend events required.

Reports To: Jubilee's Assistant Program Director

Essential Responsibilities

Nutrition Assessment & Planning

- Conduct periodic reviews of all meals and snacks served during the afterschool and summer programs. Review recipes shared with parents and partners.

- Evaluate menus to ensure they meet USDA Child and Adult Care Food Program (CACFP) guidelines and other applicable nutrition standards.
- Recommend healthier menu alternatives emphasizing fresh fruits, vegetables, whole grains, lean proteins, and low-fat dairy products.
- Develop seasonal menus and healthy snack recommendations.

Childhood Obesity Prevention

- Assist in developing and implementing a Childhood Obesity Prevention Initiative.
- Provide recommendations that reduce the consumption of highly processed foods and sugary beverages.
- Promote increased water consumption and healthy beverage choices.
- Identify opportunities to improve the nutritional quality of foods served throughout the program.
- Monitor nutrition-related outcomes and recommend program improvements.

Nutrition Education

- Develop engaging nutrition education lessons for youth ages 6–18.
- Conduct interactive workshops on:
    - Healthy eating habits
    - Reading nutrition labels
    - Portion control
    - Healthy snack preparation
    - Sugar awareness
    - Building balanced meals
- Create age-appropriate educational materials for students and families.
- Incorporate hands-on cooking demonstrations and healthy food tastings when appropriate.

Family & Community Engagement

- Provide nutrition resources for parents and caregivers.
- Offer healthy meal planning tips for families on a budget.
- Participate in family wellness nights and community health events.
- Collaborate with community organizations to promote healthy lifestyles.

Program Support

- Consult with leadership regarding nutrition-related policies.
- Assist with grant initiatives related to health, wellness, and nutrition.
- Help establish measurable goals related to reducing childhood obesity and improving healthy eating behaviors.
- Maintain documentation and reports required for grants and program evaluation.

Qualifications

Required

- Registered Dietitian Nutritionist (RDN) or Certified Nutrition Specialist (CNS) credential.
- Licensed Dietitian/Nutritionist in the Commonwealth of Virginia (or eligible for licensure).
- Master's degree in nutrition, dietetics, public health, or related field.
- Experience working with children and adolescents.
- Knowledge of childhood nutrition and obesity prevention strategies.
- Excellent communication and presentation skills.

Preferred

- Experience with after-school or summer camp programs.
- Knowledge of USDA CACFP meal standards.
- Experience providing community nutrition education.
- Nonprofit experience.
- CPR/First Aid certification (or willingness to obtain).

Desired Skills

- Passion for improving children's health
- Strong organizational skills
- Collaborative team player
- Ability to engage youth through interactive learning
- Cultural sensitivity and respect for diverse families

Physical Requirements

- Ability to stand for extended periods during demonstrations.
- Ability to lift up to 25 pounds.
- Ability to participate in indoor and outdoor program activities.

Compensation & Benefits

$35.00 per hour, part-time position with no benefits.

Application Instructions: Submit resume, cover letter, and three references by December 15, 2026 to: Jubilee Personnel Committee: **1512 Florida Avenue**, **Lynchburg, VA 24501** or email swilder@jubileefamily.org.