Objectives for Session

- State required (completed and planned) steps to move to tiered paraprofessional training.

- Share survey results that identified local agencies interested in participating in State sponsored NA training.

- Review anticipated timeline.
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✓ Update/refine job descriptions (Complete)
  ◦ Nutrition Aide I- Second education contacts
  ◦ Nutrition Aide II- Second education and low risk certification/mid-certifications (3-5 year old)

✓ Develop standardized orientation and competencies for each local agency position, including expanded nutrition assistant role (Complete)

✓ Identify existing resources to fulfill competencies and expectations (Complete)

- Develop or modify for Connecticut (In process)

✓ Identify local agencies willing to pilot expanded paraprofessional roles (Complete)
✓ Update/refine job descriptions (Complete)
Nutrition Aide I-
Nutrition Aide II-

SAMPLE JOB DESCRIPTIONS

LOCAL WIC NUTRITION ASSISTANT/AIDE I

QUALIFICATIONS:
Demonstration of the following to the satisfaction of the WIC Program Nutritionist:
- High school diploma or GED equivalency.
- At least one year of experience working in a medical office or performing clerical duties.
  AND
- The ability to communicate clearly both orally and in writing
- The ability to establish rapport with individuals and small groups
- Successful completion of WIC paraprofessional training program within one year of
  appointment to the position.

DESCRIPTION OF WORK:
Provides nutrition education to low-risk child participants and conduct second nutrition
education contacts either individually or in a group setting as designed by the Program
Nutritionist, e.g. infant groups including Introduction of Solids, children groups (Building Iron
Strong Blood, Being Active with your Child, etc.) and prenatal breastfeeding groups as deemed
appropriate. Provides WIC Program participant services including scheduling appointments
and updating demographic data and responding to calls.

EXAMPLES OF DUTIES:
- Provides nutrition care for low-risk children at follow-up, including all aspects of:
- Collect and enter information for the certification process that includes anthropometric
  and hematological data collection and plot on the appropriate growth chart.
- Provide and document general participant-centered nutrition education including
  individual/family sessions and facilitated group discussions (low-risk participants only).
- Provide and document referrals to health and social service programs and appropriate
documentation of follow-up.
- Adequately documents participant contacts to ensure continuity of care, clearly
  identifying where participants are in the process of change, agreed upon goals and other
  pertinent information essential for supporting participants.
- Promote breastfeeding as the normal infant feeding method
- Assist in the preparation of nutrition education materials (e.g. newsletters, pamphlets),
  visual aids (e.g. bulletin boards, displays) and activities (e.g. classes).
- Attend and participate in all training and continuing education sessions offered by the
  State WIC Program.
- Other duties as assigned.
✓ Develop standardized orientation and competencies for each local agency position, including expanded nutrition assistant role (Complete)
Identify existing resources to fulfill competencies and expectations (complete)

- Massachusetts Nutrition Assistant Training Program

Modify for CT

- 6 full day State sponsored trainings
- Assignments to be completed at the local agency with coaching/mentoring from lead Nutritionist
- Assessment of skills and knowledge learned
Survey Says...

Nutrition Aide II position

- 50% of agencies are interested in the NA II position
- Concerns:
  - MIS/EBT
  - Small staff/agency size
  - Not hiring/no money or space
  - HR requirements to develop new position
  - Current staff issues
  - NAs lacking nutrition background
  - No one suitable to train

Nutrition Aide/Assistant

- 65% of agencies are interested in a Nutrition Aide/Assistant training

Thanks to all who completed the survey.
Coming Soon......

- Training of paraprofessionals to
  - Certification and mid-certifications of low-risk children ages (3-5 years old).
  - Provide individual and group second nutrition education contacts.
  - Future trainings for Nutrition Aides/Assistants to provide quality services statewide

- Maintain quality of services for WIC participants and quality of work-life for WIC staff.
2015 Timeline

Spring
- Survey interested local agencies to further identify interest/capacity
- Develop training, identify local agency staff eligible for promotion or new hires

Summer
- Continued development of training
- Interview/screen current staff or new hires eligible for NA II position

Fall
- Pilot