



Mission: To restore health and well-being in the Native community by recovering knowledge of and access to healthy Indigenous foods, medicines and lifeways.

Title: Nutrition Program Coordinator **Status:** Full-time
Reports to: Program Manager **Salary:** \$21-\$24 hourly

Dream of Wild Health (DWH) is celebrating 25 years of working to restore health and wellbeing within the Twin Cities Native American community and has recently grown to a 30-acre farm in Hugo with an office in Minneapolis. The Nutrition Program Coordinator leads nutrition activities for Youth and Community programs at DWH. This individual is responsible for developing and leading youth nutrition lessons and cooking workshops, menu planning, shopping, cooking, community food demonstrations and nutrition-related workshops, and supporting youth programs and grant reporting efforts. The ideal candidate has a strong commitment to the vision, mission and values of the organization and to the Native American community.

Responsibilities & Expectations:

- Work collaboratively with the team and attend regular meetings to provide program updates
- Build positive relationships with youth and family participants, Chef, and community partners
- Ensure that programs are consistent with mission, cultural values and organic principles
- Support youth programs and community education efforts
- Co-lead food preparation and meal planning efforts with DWH Chef during summer youth programs
- Adopt and uphold the DWH Healthy Food Policy at all times
- Plan menus and grocery shop for youth programs and DWH events
- Coordinate produce lists with the DWH Chef and Farm team
- Maintain food safety protocols in the kitchen and obtain “active” ServSafe certification
- Provide supervision and model positive ethical work behavior to youth interns in kitchen
- Ensure programs meet local & MN Department of Health food permit regulations
 - Obtain food permits prior to events and before serving food to the public
- Develop, coordinate logistics and implement cooking workshops and nutrition lessons
- Write and deliver weekly nutrition lessons with youth during summer programs at farm
- Coordinate with the DWH team to oversee youth food demonstrations at farm and in community
- Fulfill administrative duties associated with the job
- Maintain expenses according to budget
- Coordinate surveys for evaluation and assist in documentation and reporting activities
- Assist in coordination of program activities/events and other duties as assigned

Qualifications:

- Degree in nutrition or closely related field with experience; or some education with 2+ years experience
- Demonstrated knowledge of nutrition and food systems
- Experience with menu planning and basic cooking techniques
- Ability to write lessons and teach youth ages 8-18 about nutrition and healthy lifeways
- Ability to communicate effectively, build relationships and work collaboratively with staff and partners
- High level of cultural knowledge and commitment to Native American values and food sovereignty

A criminal background check is required. Must have a valid driver’s license; ability to stand and sit for long periods of time; ability to lift semi-heavy objects; and flexibility to work occasional evenings and/or weekends. Some travel required. This position will work at the Hugo farm (summer programs), the Minneapolis office, remotely, and attend meetings and events (mainly in the Twin Cities area) or conferences (may be out of area). Benefits include: paid time off, Holidays, medical/dental/life, AD&D & LTD insurances, and a 401k employer match.

To apply: Submit cover letter and resume to Bryan at Bryan@dreamofwildhealth.org. Open until filled.