



WIC Competent Professional Authority

SUMMARY

The Competent Professional Authority (CPA) for WIC is expected to provide breastfeeding education and direct nutritional services to successfully administer the WIC program, a federally funded supplemental nutrition program, at the Waimānalo Health Center (WHC).

QUALIFICATIONS/CERTIFICATION

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily after training is provided for increased skills sets and duties. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION/EXPERIENCE

High school education or equivalent. Bachelor's degree in Nutrition or other health field preferred. Valid certified lactation counselor certification (CLC) preferred.

Additional requirements: Must maintain a professional appearance, and maintain willingness to serve the public. Must have the ability to work with diverse cultures. Able to function with little or no supervision. This position may be required to work flexible or extended hours with minimal advance notice.

Ability to: maintain client confidentiality; effectively communicate both orally and in writing; read, understand, and followed detailed departmental procedures and regulations; maintain calm, supportive demeanor in crisis situations; decisions using independent judgments; gather and analyze a variety of information; establish rapport with clients from diverse cultural and socio-economic backgrounds; manage caseload and recall case details; organize and prioritize work assignments; deal firmly and fairly with clients; maintain accurate records and document actions; identify and make referrals to local and regional providers of social, medical and/or other specialized services; establish and maintain cooperative working relationships; learn about resources for social, health, welfare, and related services.