

## JOB OPENING

**JOB TITLE: WIC EDUCATOR**

**CLASS CODE: NON-EXEMPT**

**REPORTS TO: PCPHE DIRECTOR**

**PAY: \$17.00-\$21.00/hr DOE, this is a good faith estimate of range**

**Comprehensive benefit package** including Medical, Dental and Vision Benefits, Flexible Spending/Health Savings Account, Retirement, Paid time off including vacation, sick and holiday

### **GENERAL STATEMENT OF JOB:**

WIC duties include issue food benefit packages, nutrition counseling and referrals. Maintain WIC client records, schedule appointments and stock and order materials. Sensitive information is to be kept confidential. Performs other support staff functions as needed or requested by the Director. Training is provided.

### **MINIMUM TRAINING AND EXPERIENCE:**

- High School Graduate or GED
- Must have strong computer skills, ability to use Word, Excel
- Bilingual Spanish REQUIRED
- Driver's License
- Must pass background check

Applications can be found at [www.powersco.gov](http://www.powersco.gov).