

COUNTY OF SOLANO
CLASS SPECIFICATION
INFANT NUTRITION COUNSELOR
Effective Date: 4/11/2012

CLASS SUMMARY:

The Infant Nutrition Counselor provides lactation and breastfeeding information, support and referrals to women participating in the Breastfeeding Peer Counselor Program.

DISTINGUISHING CHARACTERISTICS:

This class is distinguished from the:

- **Health Assistant** class which provides routine assessment, patient education, and/or assistance and technical support in one or more public health programs;

ESSENTIAL DUTIES: This class specification represents the core area of responsibilities; specific position assignments will vary depending on the needs of the department.

- Provides basic lactation and breastfeeding information and support, to include the advantages of breastfeeding, the risks of formula feeding and the nutritional needs of nursing women and infants, to pregnant and postpartum mothers both over the telephone, electronically and in person.
- Provides one-on-one support to, teaches classes to, and facilitates support groups of breastfeeding women and assists them in preventing and resolving common breastfeeding problems and concerns.
- Provides instructions in the use of breast pumps.
- Monitors weight and health of the baby.
- Refers clients with problems outside the scope of the counselor's work to her supervisor or to an International Board Certified Lactation Counselor.
- Contacts assigned clients according to unit guidelines.
- Meets program goals for client contacts.
- Maintains client confidentiality.
- Documents all client contacts in designated database and/or in written reports.
- Attends team meetings, training and education sessions, mandatory trainings, staff meetings, breastfeeding conferences, etc. as directed or as assigned.
- Reads assigned books and other materials on breastfeeding.
- Performs other duties of a similar nature or level as assigned.

EDUCATION, TRAINING, AND/OR EXPERIENCE:

Six months experience of breastfeeding an infant.

LICENSING/CERTIFICATION REQUIREMENTS:

Driver's License Class C

REQUIRED KNOWLEDGE AND SKILLS:

Knowledge of:

- Advantages of breastfeeding and risks of formula feeding
- Common breastfeeding problems and concerns
- Nutritional needs of infants and nursing women
- Infant behaviors

Skills in:

- Motivating clients to breastfeed their infants
- Teaching classes on breastfeeding and lactation
- Facilitating support groups of breastfeeding mothers
- Keeping accurate records and making clear, concise reports.
- Communicating with individuals in a culturally diverse, low-income population
- Establishing and maintaining constructive and cooperative working relationships with those contacted in the course of work demonstrating tact, diplomacy, patience, and compassion
- Data entry, word processing, texting

ADA REQUIREMENTS:

Positions in this class typically require stooping, kneeling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, seeing and repetitive motion.

Light Work: Exerting up to 20 pounds of force occasionally and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects. If the use of arm and/or leg controls requires exertion of forces greater than that for Sedentary Work and the worker sits most of the time, the job is rated for Light Work.

OTHER REQUIREMENTS:

- May require contact with clients outside of normal duty hours
- Independent travel required
- In accordance with U.S. Department of Agriculture requirements, all persons appointed to this class are required to attend and pass a 25 hour course titled Loving Support through Peer Counseling provided by the Department of Agriculture within 60 days of appointment to this class. Failure to successfully complete the training may be cause for disciplinary action.

Class History Information:

Approved by the CSC: 4/11/12