

## **Bilingual Program Assistant**

### **Expanded Food and Nutrition Education Program**

This is a full-time (40 hrs./wk.), benefit-eligible position with OSU Extension- Cuyahoga County located at 5320 Stanard Ave. Cleveland, OH 44103.

#### **Position Overview**

The Expanded Food and Nutrition Education Program (EFNEP) Program Assistant will be responsible for teaching educational programs on basic nutrition, food safety, food preparation, and budgeting to low income adults with children. The Program Assistant will recruit participants by collaborating with community agencies and organizations; teach a series of lessons to groups throughout Cuyahoga County; and assess changes in knowledge, skills, and behavior amongst the participants. The Program Assistant will be required to teach classes in both English and Spanish.

#### **Minimum Qualifications for Employment**

- Education requirement: high school diploma or equivalent
- Must be indigenous to the community and have knowledge of the community's infrastructure and culture.
- Must have the ability to teach, network with other individuals and agency representatives, recruit participants, and learn nutrition and nutrition-related information as outlined in the project (Program Assistant will be trained in nutrition content).
- Ability to teach in both English and Spanish languages.
- Ability to establish a rapport with persons from different ethnic, cultural, and economic backgrounds.
- Ability to work a flexible schedule, including occasional weekends and evenings.
- Ability to travel frequently throughout Cuyahoga County; Employee will be reimbursed at the University-approved mileage rate; Employee must have a reliable source of transportation.

**Annual Salary:** \$11.10 – 13.50 per hour; Paid biweekly.

For complete position description and online application instructions, please go to [www.jobsatosu.com](http://www.jobsatosu.com) and search by Job Opening Number **414231**. To assure consideration you must apply by **April 10, 2016**. The Ohio State University is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation or identity, national origin, disability status, or protected veteran status.

Please contact Laura Iberkleid with any questions at 216-429-8200 or [Iberkleid.1@osu.edu](mailto:Iberkleid.1@osu.edu).