**School Nutrition Professionals: Roles & Responsibilities**

**School Foodservice/Nutrition Directors**

Similar titles include Executive Director, Supervisor, Coordinator

In most school districts, the foodservice/nutrition director oversees all aspects of foodservice in all schools or sites, administering the school meal program in accordance to local, state and federal policies. The director reports to the superintendent, and in some districts, the director may act as an assistant superintendent with responsibilities unrelated to foodservice.

**School Foodservice/Nutrition Supervisor**

Similar titles include Assistant Director, Field Manager, Specialist, Dietitian, Executive Chef

Larger school districts that require greater central management may have supervisory staff who support the director. These individuals may oversee procurement, financial administration, menu planning, recipe development, nutrition education, wellness coordination, catering/vending operations, production facility or warehouse management, training coordination or more. Supervisors may also oversee several individual service sites.

**School Foodservice/Nutrition Manager/Assistant Manager**

Similar titles include Head Cook, Lead

Managers lead the day-to-day operations at an individual school or feeding site. Foodservice managers must ensure high standards for safety/sanitation and meal quality. In addition, they supervise site employees, place food/supply orders, account for meal service and a la carte sales and ensure adequate inventory is available.

**School Foodservice/Nutrition Employee**

Similar titles include Assistant, Technician, Cook, Cashier

School foodservice employees in an individual school are responsible for the preparation and serving of all menu items. Additional responsibilities include cleaning and dishwashing, as well as the care of some equipment. Employees in cafeterias and kitchens include cooks, bakers, dishwashers and cashiers. School nutrition employees also may work at the district level as bookkeepers, secretaries, drivers and production/warehouse facility workers.

**Source:** School Nutrition Association, <https://schoolnutrition.org/aboutschoolmeals/snprolesresponsibilities/>, Retrieved 4/6/2019