

Gretchen Groves, RDN

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Education

2018 RDN Montana State University, Bozeman, MT
Montana Dietetic Internship

2017 B.S. Montana State University, Bozeman, MT
Major in Nutrition, Dietetics option
Graduated magna cum laude

Professional Experience

Project Manager, Gretchen Swanson Center for Nutrition (GSCN)
Omaha, NE | October 2022 – Present

- Leads project management efforts to ensure all projects are completed on time, within scope, and within budget.
- Supports grant and RFP proposals by compiling supplementary materials and preparing, revising, and finalizing proposals.
- Reviews contracts to ensure alignment with workplans and project plans.
- Oversees project files including the creation, usage, organization, and archival of project folders and documents.
- Develops and manages project plans inclusive of project stages, tasks, assignments, and deadlines.
- Schedules, organizes, and leads client and work team meetings; develops agendas, document notes, and oversees action items.
- Directs measurement tool development by leading planning sessions and reviewing all measurement tools.
- Oversees the IRB submission process by reviewing applications and providing feedback before submission.
- Supports data collection by scheduling participant and site data collection meetings and collecting quantitative and qualitative data.
- Directs the development of project deliverables by leading storyboarding sessions, delegating assignments, writing report sections, developing deliverable drafts, reviewing branded deliverables, presenting deliverables to clients.
- Facilitates project close-out procedures by participating in close-out meetings and documenting lessons learned and best practices

Professional Experience (Continued)

School Nutrition Research Coordinator, Montana Team Nutrition, Montana State University Bozeman, MT | December 2019 – October 2022

- Coordinated the evaluation plan of a three-year United States Department of Agriculture Team Nutrition Training Grant focused on improving school meal quality in K-12 schools nutrition programs in Montana.
- Developed survey tools, objectives, and timeline for program evaluation and systemizes research protocols in accordance with Institutional Review Board requirements.
- Collected, entered, analyzed, and summarized data and supplemental materials for progress reports and success stories to the USDA and the State Agency.
- Reviewed and interpreted program evaluation data, scientific literature, and USDA policy to develop training curriculum for school nutrition professionals operating USDA Child Nutrition Programs. Facilitated a virtual and hybrid professional development course on school nutrition management and culinary skills during COVID19.
- Created a school meal quality self-assessment tool entitled the Roadmap to Building Quality School Meals that combines state specific best practices and USDA policy to promote scratch cooking and school meal quality.

Clinical Dietitian, St Joseph's Hospital Eureka, CA | October 2018 – October 2019

- Provided medical nutrition therapy for the intensive care unit, acute rehabilitation center, and medical/surgical floors.
- Coordinated patient care with caregivers at all levels within the organization including physicians, nurses, social workers, and support staff.
- Completed accurate and timely documentation of care including medical charting and productivity records in accordance with department policy and state and federal guidelines.

Farmers Market Outreach Intern, National Center for Appropriate Technology Butte, MT | May 2017 – July 2017

- Developed original marketing and outreach materials to increase Supplemental Nutrition Assistance Program (SNAP) recipient utilization of farmers markets in Montana.
- Performed customer counts and market assessments at farmers markets throughout the state.
- Interpreted and reported data on market participation in compliance with SNAP and grant funding requirements.

Evening Coordinator/ Weekend Supervisor of Nutrition Services, *Bozeman Health Deaconess Hospital* Bozeman, MT | March 2015 – May 2017

- Directed daily activities and oversaw compliance of nutrition care in patient and cafeteria meal service.
- Trained and oriented new employees and cross trained current employees into various roles within the department.
- Monitored adherence to and appropriate documentation of safe food practices in food prep, service, holding and storage.

Professional Experience (Continued)

Public Health Research Intern, *Montana IDEA Network for Biomedical Research Excellence*
Bozeman, MT | May 2016 – May 2017

- Secured funding for three semesters to conduct research on the use of the Supplemental Nutrition Assistance Program (SNAP) at the Gallatin Valley Farmers Market. The purpose of the research project was to understand barriers to participation and identify targeted interventions to increase participation in the program.
- Performed interviews one on one with SNAP participants. Transcribed and analyzed interviews to develop a secondary survey tool that was distributed to a wider audience of SNAP recipients.

Publications

1. **Groves, G., Bark, K., Roth, A., Byker Shanks, C., 2021, Montana Offers Innovative Virtual School Nutrition Leadership Institute During COVID19. *Journal of Nutrition Education and Behavior.***

Selected Presentations

1. **Benefits, Challenges, and Best Practices of Virtual and Hybrid Trainings for School Nutrition Professionals in Montana (Presenter).** School Nutrition Association Annual Nutrition Conference, Research and Best Practices Showcase. July 2022.
2. **Navigating the Roadmap to Building Quality School Meals (Presenter).** Montana School Nutrition Association Conference. June 2022.
3. **Montana Offers Innovative Virtual School Nutrition Leadership Institute During COVID19 (Presenter).** Society of Nutrition and Behavior Annual Conference: Raising Reliance and Resilience. July 2021.
4. **Stress and Self Care for School Nutrition Professionals (Co Presenter).** Montana School Nutrition Association Conference. June 2021.
5. **Cultivating Self-Acceptance: Exploring Healthy Food Relationships Among Dietetic Professionals (Presenter).** Montana Academy of Nutrition and Dietetics Food and Nutrition Summit. May 2018.

Committees

2021 - 2022 Montana Dietetic Internship Selection Committee and Scholarship Review Committee

Honors, Awards and Professional Associations

Honors and Awards

2018 Montana Academy of Nutrition and Dietetics Dietetic Intern of the Year

Board Memberships

2020 – 2021 Fundraising Coordinator, Montana Academy of Nutrition and Dietetics

Licensure and Credentials

2018 - Present Registered Dietitian Nutritionist, Commission on Dietetic Registration
2019 - Present Licensed Nutritionist, State of Montana, Montana Board of Medical Examiners
2022 - Present ServSafe Food Protection Manager, National Restaurant Association