

Job Template: Registered Dietitian/Nutritionist

Occupational Group	Student Programs/Services
Job Family	Student Health and Welfare
Job Path	Nutrition
Job Title	Registered Dietitian/Nutritionist
Job Category: P	Job Level: 5
FLSA Status: E	Job Code: L43000

P5: Level Standards

GENERAL ROLE

This level is accountable for serving in an advanced senior resource capacity in an area of specialization.

Incumbents:

- Serve in a subject leader and consultative capacity within an area of specialization.
- Serve in the most advanced capacity and frequently being assigned project leadership roles within a specific administrative/programmatic function or specialty area.

INDEPENDENCE AND DECISION-MAKING

→ *Supervision Received*

- Works under direction.
- Seeks approvals when significant changes to process steps are considered and additional resources for task completion are required.

→ *Context of Decisions*

- Decisions are driven by office/departmental policy and procedures.

→ *Job Controls*

- Free to plan and carry out all phases of work assignments.
- Has the latitude to make daily operational decisions.

COMPLEXITY AND PROBLEM SOLVING

→ *Range of issues*

- Issues tend to be operational in nature.

→ *Course of Resolution*

- Identifies issues and gathers facts.
- Must understand the smallest details of an assigned area.

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→ Measure of Creativity

- Problems are not amenable to strict technical resolution, requiring innovative thinking for resolution.

COMMUNICATION EXPECTATIONS

→ Manner of Delivery and Content

- Diplomatically and effectively deliver information difficult to understand or in contrast with a student or customer's views.

SCOPE AND MEASURABLE EFFECT

- Actions regularly affect a department or a project outcome with department/office impact.
- Actions generally have a direct impact on controlling such things as staff size and nature of work and scope of services.
- Performance results tend to relate to efficiency, fiscal practices and standing, quality/continuous improvement, timeliness, resource allocation/effectiveness, etc.

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Job Template

GENERAL SUMMARY

Provides and oversees nutrition counseling for all undergraduate and graduate students. Provides nutritional education and outreach to students, faculty, and staff.

REPORTING RELATIONSHIPS AND TEAMWORK

Works under limited supervision of a supervisor or manager. Serves as a lead to nutrition professionals, experiential learners, and student employees.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The intent of this section is to list the primary, fundamental responsibilities of the job – that is, the duties that are central and vital to the role.

- Provides specific nutrition counseling and general nutrition education to concerned individuals, patients, and/or groups.
- Prepares medical nutrition therapy plans for students with special diet requirements; evaluates nutrition needs and designs appropriate diets through the nutrition care process.
- Hires, trains, and oversees nutrition professionals, experiential learners, and student employees.
- Consults with and advises health professionals regarding preventative, therapeutic, and general nutrition.
- Develops informational materials and conducts educational outreach programs for students, faculty, and staff regarding nutrition education and health promotion.
- Serves as an expert in designated department; participates in related committees and advisory groups to provide guidance, education, and feedback.
- Performs related work as required.

MINIMUM QUALIFICATIONS

- Master's degree in related field.
- Five years of nutrition counseling experience.
- Registered Dietitian

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COMPETENCIES

Knowledge of:

- Nutrition best practices
- Medical Nutrition Therapy
- Nutrition therapy for eating disorders
- Principles and practices of employee supervision
- Microsoft Office and related software applications

Skill in:

- Assessment, diagnosis, and treatment of nutrition concerns
- Planning and organization
- Understanding students and fostering student success
- Developing and maintaining effective and appropriate working relationships
- Critical thinking, problem solving and analysis

Ability to:

- Communicate effectively through both oral and written means
- Provide medical nutrition therapy and general nutrition education to students, faculty, and staff
- Respect diversity and work collaboratively with individuals of diverse cultural, social and educational backgrounds
- Maintain the confidentiality of information and professional boundaries
Work independently to analyze available information, draw conclusions and understandings, and present such conclusions effectively to direct supervisor