

DIETITIAN

DISTINGUISHING FEATURES OF THE CLASS: This is a professional position that involves the responsibility for assessing nutrition needs, providing nutrition counseling, and planning for and directing the provision of food appropriate for physical and nutrition needs for clients, some of which could be of high nutritional risk. The work is performed under the general direction of a higher-level administrator and work guidance (e.g., lead work) may be provided to others. Does related work as required.

TYPICAL WORK ACTIVITIES:

Assesses individual nutritional needs of clients, some of which could be of high nutritional risk;
Provides nutritional counseling to clients and their families regarding food and the nutritional value of these foods, documenting follow-ups and progress notes;
Consults with clients to recommend ways of appropriately managing dietary requirements as prescribed by their clinicians;
Ensures contracted nutrition meal providers comply with all applicable Federal, New York State, and Local Laws and meet program standards and procedures outlined in New York State regulations;
Monitors meal preparation sites, congregate sites, and home meal deliveries, ensuring contracted meal providers have written policies and procedures covering all aspects of the program, as required;
Performs ongoing quarterly, annual, and significant nutritional change assessments, and notes day-to-day nutrition related problems;
Ensures nutritional providers menus meet New York State standards, participant needs, and proper food handling is being maintained;
Develops client satisfaction surveys to ensure that the views of participants are being considered for the operation of meal programs;
Prepares educational and nutritional information and ensures all congregate and home delivered meal participants receive the information;
Assists clients in understanding how to read food labels to remain within their specialized diets;
Provides nutritional education presentations;
Participates in team reviews, providing technical assistance and training;
Prepares and coordinates a variety of reports and enters data into spreadsheets and New York State databases.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITEIS AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the principles and practices of dietetics and diet therapy; good knowledge of the nutritional value and composition of foods; good knowledge of dietary principles and practices as they relate to therapeutic and clinical nutrition; good knowledge of the principles and practices of food preparation for individuals and large groups; working knowledge of the principles and practices of sanitation and safety related to food preparation and service; working knowledge of menu planning; ability to assess nutritional and dietary needs and prescribe appropriate nutrition; ability to prepare a variety of reports and maintain records; ability to establish and maintain cooperative working relationships with clients and staff; ability to communicate effectively both orally and in writing.

MINIMUM QUALIFICATIONS: A Bachelor's degree or higher in Dietetics, Food & Nutrition, or comparable curriculum (e.g., Dietetics, Dietetic Technology, Clinical Dietetics) and registration with the Commission on Dietetic Registration of the Academy of Nutrition and Dietetics as a Registered Dietitian or Registered Dietitian Nutritionist.

(over)

SPECIAL REQUIREMENT: Possession of a valid driver's license or accessibility to transportation to meet field work requirement in a timely and efficient manner.