

PUBLIC HEALTH DIETITIAN

Work in this class involves providing professional dietary and nutrition consultation and technical operational assistance for the Division of Health Services to a variety of group care facilities on a regional basis. Employees are responsible for assisting individual facilities, local municipal departments, and state agencies to ensure that institutionalized persons are provided nutritionally adequate and appropriate diets, and ensure that foods are prepared and served under sanitary conditions and in accordance with local, state, and federal regulations and standards. Employees work with individual facility administrators and local, regional and state agency personnel to assess individual and regional group care food service needs and provide technical assistance, education for staff development, and referrals when appropriate. Employees also assist with policy, program nutrition/food systems management curriculum development. Work may include other related assignments as determined by management. Employees report to a regional Maternal and Childcare Supervisor and to the State Director, Nutrition and Dietary Services Branch.

I. DIFFICULTY OF WORK:

Variety and Scope - Employees provide administrative and nutritional consultation and assistance on a regional basis to a variety of community, local, and group care facilities. Work requires the employees to provide consultation and technical assistance to professional dietitians and/or administrative managers on menu planning, diet therapy and nutritional assessment; budgeting, purchasing, storage, preparation and service of food; organization and management; kitchen layout, design, and equipment; and dietary staffing, supervision, and training. Employees provide this consultation through individual conferences, group workshops, informal classes, and demonstrations. Employees also design, coordinate, and present training on a variety of food service and normal and therapeutic nutrition to dietitians, food service personnel, home for the aged staff and other professionals and paraprofessionals. Employees also participate in Maternal and Childcare and Adult Health Services team activities to accomplish regional and state health service goals.

Intricacy - Work requires the employees to utilize an in-depth knowledge of the field of nutrition and food systems management in order to serve the group home facilities needs. Each facility program fluctuates in size, depth, and scope requiring the employees to respond to varying levels of inquiries which could range from therapeutic diets to personnel management. Employees must also utilize their knowledge of nutrition in developing training programs which address a variety of topics in addition to utilizing their communication skills in responding to inquiries from training participants. Considerable analysis may be required in recommending operational efficiency in the regional facilities.

Subject Matter Complexity - Work requires a thorough and in-depth understanding of the application of nutrition/food systems management theories, concepts, practices and techniques as applied to the wide range of development in the various group care facilities.

Guidelines - Guidelines include professional reference material and licensing standards for each kind of group care facility. Employees independently apply and interpret these nutrition materials and standards to facility administrators and local, regional and state monitoring agencies.

II. RESPONSIBILITY:

Nature of Instructions - Employees independently establish priorities and daily schedules based on their individual yearly work plans. Technical advice is received from peers and the State Director, while administrative guidance is supplied by the regional Maternal Childcare Supervisors.

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Nature of Review - Work is reviewed through consultation and technical assistance reports, quarterly activity reports, and an annual work summary evaluation. Work may also be reviewed from the success of consultation and effectiveness of training.

Scope of Decisions - Decisions and advice provided by the employees impact on the food service operations and the nutritional status of the residents in the group care facilities.

Consequence of Decisions - Decisions and advice provided by the employee may have an adverse impact upon the group care facilities and residents as well as the program goals of the Nutrition and Dietary Services Branch.

III. INTERPERSONAL COMMUNICATIONS:

Scope of Contacts - Work requires contact with licensing and monitoring professionals from local, regional and state agencies; facility administrators and directors; county managers and planners; facility food service and nursing staff as well as physicians, patients and residents; dietitians and dietetic assistants/technicians; academic school faculty; regional consultants; and other professionals.

Nature and Purpose - Employees communicate with licensing and monitoring professionals to ensure facility compliance with local, state, and federal standards. Employees contact facility administrators, professionals, and paraprofessionals for consultation and training.

IV. OTHER WORK DEMANDS:

Work Conditions - Work requires considerable travel to various facilities on a regional basis.

Hazards - Employees are exposed to hazards arising out of travel requirements and contact with potentially dangerous situations in some group care facilities.

V. RECRUITMENT STANDARDS:

Knowledges, Skills, and Abilities - Thorough and in-depth knowledge of theories and principles of nutrition and food systems management. Knowledge of nutrition as it impacts on disease pathophysiology. Knowledge of the consultative process. Considerable knowledge of state facility nutrition standards. Ability to plan, develop, and administer in-service education programs utilizing research, analytical, and interpersonal skills. Ability to communicate effectively in an oral or written manner. Skill in problem-solving techniques.

Minimum Education and Experience - Master's degree in food system management, dietetics, nutritional sciences, or a related field from an appropriately accredited institution and three years of experience in the management of a food service facility plus the ADA Commission on Dietetic Registration eligibility; or Bachelor's degree in food systems management, dietetics, food and nutrition, or related field from an appropriately accredited institution and five years of experience in management or consultative experience in a dietary or food service facility plus the ADA Commission of Dietetic Registration eligibility; or an equivalent combination of education and experience.

Administering the Class - Candidates should provide documentation from their respective university or college certifying Commission eligibility and/or indicating completion of an ADA approved dietetic internship. If Commission registered, candidates may provide registration number. Satisfactory completion of an ADA approved dietetic internship not receiving college credit can be treated as one full year of experience.