

T.H.E. CLINIC, INC.

JOB DESCRIPTION

POSITION: REGISTERED DIETITIAN

DEPARTMENT: Medical Unit

STATUS: Full Time, Exempt

Position Summary: Under the direction of the Director of Clinical Support Services, the dietitian identifies needs, plans, develops and implements nutritional education and services in the field of nutrition for a target population in a specialized health care project or program.

Essential Duties and Responsibilities:

- Conducts nutritional screening for special target populations as identified by referrals from clinical providers.
- Develops Individualized Nutritional Plans for patients based on nutritional assessment, medications, health status and collaboration with clinical providers.
- Designs and develops standards necessary to ensure the accomplishment of nutrition program objectives and recommends adaptation or modification of operating methods to conform to the requirements of changing organizational patient patterns and community needs.
- Recruits, screens and retains participants for special projects identified by HIV Services.
- Collaborates with HIV Case Manager in the monitoring and adherence to nutritional plans.
- Provides medical nutrition therapy to HIV patients.
- Provides calculated diets for Diabetic Patients.
- Provides monthly reports on each phase of the Nutritional /Case Management Program.
- Is responsible for filing monthly reports, progress updates and relevant correspondence to various funders and T.H.E. Executive Management
- May conduct BMI Assessment on patients.
- Performs other duties as assigned.

Requirements and Qualifications:

- 1) Registration or eligibility for registration as a registered Dietitian by the American Dietetic Association OR A Bachelor's degree in Public Health Nutrition or related field.
- 2) Min. three years full time experience assisting in the planning, developing and implementation of a program in the field of nutrition.
- 3) Min. 2 years of experience working with HIV positive population.
- 4) Experience in community clinic desirable
- 5) Experience utilizing an Electronic Medical Records (EMR) system is highly desirable

- 6) Ability to work independently and a self-starter with minimal supervision
- 7) Ability to work with people of diverse cultural, educational, social, and economic backgrounds
- 8) Excellent oral and written communication skills
- 9) Computer proficiency
- 10) Bilingual in Spanish preferred

Physical Demands:

The physical demands are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit and talk, listen or hear. The employee is occasionally required to stand; use hands to handle or feel objects, tools, or controls; and reach with hands and arms. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.