JOB DESCRIPTION – DIETITIAN 1.0FTE (Full-Time Permanent)
Sylvan Lake, Alberta & Area
To apply, please submit Cover Letter & Resume to hr@wolfcreekpcn.com

POSITION SUMMARY

Reporting to the Executive Director, the Dietitian is responsible for patient dietary support at Wolf Creek Primary Care Network (WCPCN). As an integral member of the WCPCN, the Dietitian assesses, plans, implements, evaluates and consults with patients, their partners/spouses and other allied health care workers to ensure that patients receive appropriate and optimal nutritional care to improve nutritional and health status. The primary location for this position will be in Sylvan Lake, Alberta; however, some travel will be required to support other WCPCN communities.

KEY RESPONSIBILITIES AND ACTIVITIES

1.0 Dietitian

Works collaboratively with the multidisciplinary team and physicians to assess, plan, implement and evaluate patients’ needs to ensure that patients receive appropriate and optimal nutritional care to improve nutritional and overall health status. Perform patient clinical services, including:

- provide consultations with patients at clinics identified by the WCPCN allied health staff and physicians
- consult directly with family physicians and providing referring physicians with concise verbal feedback and same-day clinical notes for the patient record
- initiate and collect data about the health of each patient for initial screening, in-depth assessment and on-going monitoring and reassessment
- identify priorities, target dates and strategies or interventions in order to contribute to individualized treatment programs
- develop strategies and interventions directed by the treatment program and evaluate the extent to which optimal outcomes have been achieved; recommend alternative treatments as necessary
- participate in temporary co-management of patients
- lead group sessions and collaborate with industry partners as required
- Other activities as assigned

Consultations are delivered in accordance with the approved WCPCN Dietitian program model, standards and outcomes.

Deliver, coordinate and participate in professional development/education activities to ensure excellence in the provision of nutrition services.

Participate in communication activities to maintain and continually enhance the coordination and quality of nutrition care.
Nutrition Health Program Delivery
Work with the Executive Director to implement the WCPCN nutrition health program vision, outcomes, operational plans, systems and metrics.

Support the Executive Director by keeping abreast of current trends in nutritional health and keeping the Executive Director abreast of all emerging trends.

Participate in the identification of new service requirements and addressing deficiencies in current services.

Assist the Executive Director to modify programs and initiatives to take advantage of opportunities and protect them against external changes, and support the consistent implementation of nutritional health program operational plans to address requirements.

Meet regularly with other AHS and WCPCN dietitians and Allied Health Team members to address issues of management, supervision, planning and administration.

Provide timely and accurate information for Nutritional Health program meetings and prepare periodic reports on program goal accomplishment.

Participate in program evaluation initiatives.

SUPERVISION
The Dietitian reports to and is supervised by the Executive Director. The Dietitian does not have any direct reports.

RELATIONSHIPS

1.0 Internal Relationships
As a member of the WCPCN Team, the incumbent develops strong relationships with all the functional areas of the organization including program management and physicians.

2.0 External Relations
Develops relationships with Alberta Health Services, other PCNs and other organizations with an interest in furthering the interests of WCPCN.

QUALIFICATIONS
The ideal candidate is a nutrition health professional with a proven track record in working with a primary care team to treat and manage patients with chronic nutritional health problems efficiently and effectively.
1.0 **Education:** Successful completion of a Bachelor of Science Degree program with a major in Nutrition or recognized equivalent. Successful completion of a 40 – 52 week comprehensive, post-graduate dietetic internship program accredited by Dietitians of Canada as well as registration with the College of Dietitians of Alberta and membership with Dietitians of Canada is a requirement.

2.0 **Experience:** Minimum of two year’s experience in assessment and treatment of nutritional health disorders. Research experience is considered an asset. Related specialty experience an asset. Excellent clinical care knowledge and demonstrated teaching ability.

3.0 **Interpersonal and Communication Skills:** Sound judgment and strong interpersonal and communication skills; able to develop collaborative working relationships with primary care professionals. Ability to independently produce professional and accurate written work (assessments, treatment plans, documentation, discharge summary reports) with minimal supervisory correction or editing. Ability to present clinical presentations at clinical review meetings. Ability and comfort to precept and instruct health care providers at various levels.

4.0 **Self-Management and Organization Skills:** Self-directed, flexible, and displays initiative in a new and evolving role. Strong time management and organizational skills, responsive to primary care settings needs. Program and service development skills.

5.0 **Self-Starter:** Demonstrates expanding capability to be self-directed in the management of responsibilities.