



Hui Mālama Ola Nā 'Ōiwi

Native Hawaiian Health Care System

Position Description

Registered Dietitian Nutritionist

I. Position Summary

This position shall serve as the NUTRITIONIST for the Agency and is delegated to carry out the nutrition education, counseling, and demonstration programs/projects of the agency by providing professional dietetic services to individuals and groups (pediatric and adults). This position will also assist and encourage Native Hawaiians and the community to develop sound food intake habits, raise awareness of Native Hawaiian food resources, plan appropriate nutrition services and be responsible for evaluating the impact of such services on the Native Hawaiians and community health status aligned with the Native Hawaiian Health Care Systems and Native Hawaiian Health Care Act.

II. Duties and Responsibilities

1. Responsible for establishing, developing, supervising, conducting and evaluating all nutrition services based on sound assessment of the clientele's nutritional needs, keeping in mind the cultural appropriateness, patterns and available resources.
2. Responsible for establishing, developing, implementing and evaluating a comprehensive nutrition program while coordinating and monitoring nutrition services for all outlying satellite centers of the agency.
3. Maintains up-to-date knowledge/studies in food intake habits and food resources of Native Hawaiians while utilizing findings to plan appropriate nutrition services and establish and provide nutrition consultation to and with clients of the agency.
4. Plans, supervises, implements and evaluates in-service programs on nutrition for professional and allied health staff while coordinating collaborative partnership with other health care providers to ensure continuing in nutrition services for clients.
5. Will serve as nutrition consultant and resource person to organizations in the community, including educational institutions, health-related agencies and the media, encouraging the promotion of program goals for Native Hawaiians; and provide documented reports and summarize progress, activities and evaluation of services at regular intervals.
6. Contributes to the nutrition component of the Agency under the supervision of the Program Manager and provides technical assistance to maintain program compliance with standards required for continued funding.
7. Responsible for the supervision of all other staff as designated and assigned by the Program Manager.
8. Able to travel the Island of Hawai'i; inter-island, to the greater continent, and internationally (rare).
9. Able to perform essential functions of the position effectively and safely, with or without reasonable accommodation.

III. Knowledge and Abilities Required

1. Knowledge of community health issues, chronic diseases, and available services.
2. Knowledge of the Nutrition Care Process and able to apply all steps competently for patient care from birth to end of life in multi-cultural community.
3. Comprehensive knowledge and application of medical nutrition therapy, human behavior, and techniques for effecting behavior change.
4. Critical thinking to integrate facts, informed opinions, active listening, and observations.
5. Decision making, problem solving, and collaboration; intra-agency and externally.
6. Knowledge of integrated and integrative primary care behavioral health.
7. Knowledge of Native Hawaiian issues; Hawaiian-based community development organizations and practices; Hawaiian culture, history and current events.
8. Computer efficiency; knowledge of word processing, data base processing programs, and electronic healthcare records program, eCW.
9. Good oral and written communication skills to patients, public, inter-department, and medical personnel, including physicians.
10. Manage a variety of projects and complete tasks/documentation, including clinical documentation, in a timely manner.
11. Maintain ethical and professional standards.
12. Previous experience in federally/funded programs.
13. Active Registered Dietitian Nutritionist license by the Commission on Dietetic Registration; or eligible to obtain.
14. Active Registered Dietitian Nutritionist license in the State of Hawai'i; or qualified to obtain.
15. Possess a valid current Hawai'i driver's license; verified abstract.
16. Ability to sit and work at a computer for extended periods of time.
17. Must be able to lift and carry 40 lbs.

IV. Minimum Qualifications

1. Education
 - a. Graduation from an accredited college or university with a graduate degree in nutrition or related health field. A graduate degree includes a master's degree, practice doctorate, doctoral degree (e.g., M.S., M.A., MPH, Ph.D., Ed.D., D.Sc.)
 - b. Active Registered Dietitian Nutritionist license by the Commission on Dietetic Registration; or eligible to obtain
 - c. Active Registered Dietitian Nutritionist license in the State of Hawai'i; or qualified to obtain
 - d. Possess a valid current Hawai'i driver's license; verified abstract
2. Certification
 - a. Maintain First Aid/CPR certification
3. Experience
 - a. One (1) year of clinical and nutrition related experience
4. Other Certifications and Requirements
 - a. Current TB clearance (2 step)
 - b. HIPAA Compliance Training
 - c. Bloodborne Pathogens Training
 - d. CPR/AED/First Aid Training
 - e. COVID-19 vaccination

V. Desirable Qualifications

1. Familiar with HMONO's mission, programs, and services.

2. Possess a working knowledge of Native Hawaiian culture, traditions, history, and keep abreast with Native Hawaiian issues and current events.

FTE:	1.0
FLSA Classification:	Exempt
Location:	Family Medicine Clinic 82 Pu`uhonu Place Hilo, HI 96720
Work Schedule:	Monday-Friday, with occasional evening and/or weekend schedule as may be necessary to support medical program services
Reviewed By:	Executive Director Human Resources Specialist
Date of Review:	January 19, 2023
