



WWHS

## West Wimmera Health Service

### Position Description

<b>Position:</b>	<b>Dietitian - Grade 2</b>
<b>Location:</b>	Based at Nhill but will be required to work across all sites as mutually agreed upon
<b>Reporting to:</b>	Executive Director of Community Health
<b>Division:</b>	Community Health
<b>Award:</b>	Medical Scientists, Pharmacists and Psychologists (VPS) (Single Interest Employers) Enterprise Agreement 2021 - 2025
<b>Level:</b>	Dependent on skills, qualifications and experience as per Award

#### **Overview of West Wimmera Health Service**

Our community is the heart of West Wimmera Health Service. We are committed to delivering the highest quality health services and ensuring our services meet the needs of our population.

We deliver services across a 22,000 square kilometre region, which is home to nine rural townships including Nhill, Goroce, Jeparit, Kaniva, Rainbow, Natimuk, Minyip, Murtoa and Rupanyup.

**Our Purpose – *Great care, every person, every time.***

#### **Our Strategic Goals**

##### ***Our people – Inclusive, Respectful, Productive***

To be a great place to work where everyone contributes and everyone belongs.

##### ***Our Care - Safe, Effective, Innovative***

To fully embrace new technologies and processes that 2 enable world class rural healthcare.

##### ***Our Community - Connected, Informed, Healthy***

To be fully engaged with the communities we serve, supporting people to live longer, healthier and happier lives.

##### ***Our Future - Environmentally Responsible, Economically Secure***

To maintain financial sustainability and develop an Environment, Social and Governance (ESG) strategy to align 4 the service's operations with established ESG principles.

## Our Values



### **TOTAL CARE**

Delivering care that is safe, effective and person-centred, always.



### **SAFETY**

Providing a safe workplace and services free from avoidable harm.



### **UNITY**

Working well together in a great place to work.



### **ACCOUNTABILITY**

Doing the right thing by our stakeholders and ourselves.



### **INNOVATION**

Using our imagination - if there's a better way we will find it.

West Wimmera Health Service acknowledges the Wotjobaluk, Jaadwa, Jadawajali, Wergaia and Jupagalk Nations as Traditional Owners of country and pay our respects to Elders past and present.

We celebrate, value and include people of all backgrounds, genders, sexualities, cultures, bodies and abilities.

### **Position Relationships:**

<b>Key Internal Relationships</b>	<b>Key External Relationships</b>
<ul style="list-style-type: none"> <li>• Dietetics Department staff</li> <li>• Allied and Community Health staff</li> <li>• Executive Director of Community Health</li> <li>• Clinical staff – Aged Care and Acute</li> <li>• Hospitality &amp; Environmental Services Manager and staff</li> </ul>	<ul style="list-style-type: none"> <li>• Wimmera communities</li> <li>• Health and community organisations, local, regional and state-wide</li> <li>• External consultants and practitioners</li> <li>• Clinical Dietetics supervisor</li> </ul>

### **Position Overview:**

This position is responsible for the provision of nutrition care, education, and counselling to acute patients, aged care residents and community clients. The Dietitian will act as a consultant on nutrition to the multi-disciplinary team, food service and communities of WWHS as required.

### **Key responsibilities:**

- Provide appropriate, timely and effective clinical management to all inpatients, outpatients and aged care clients through assessment, treatment/management, re-evaluation, documentation, team liaison and discharge planning where required.
- Demonstrate a high level of clinical expertise, incorporating best practice principles into clinical service delivery whilst maintaining professional competency standards and ethics.
- Establish, develop and maintain strong and positive working relationships with multi-disciplinary teams, community stakeholders, referral sources, participating agencies and other service providers.
- Ensure that Dietetics services are holistic and client-centered, working with clients to achieve optimal quality of life and function.
- Act as a consultant on nutrition to medical, nursing, food service and other health professionals and care workers internally and externally to West Wimmera Health Service as required.
- Actively lead health promotion activities.
- Possess a sound knowledge of the '*Nutrition and quality food standards for health services*' and actively participate in food service quality improvement initiatives, as required.
- Act as a mentor and support to Grade 1 Dietitian, including clinical supervision.
- Provide supervision, guidance, support and evaluation of Dietetics students, as required.
- Supervise secondary school work experience students, as required.

## **Statement of duties:**

### **Professional Practice:**

- Ensure familiarity with the expected standards of performance in the role and actively contribute to own personal development.
- Maintain a good working knowledge of and adherence to standards and legislation relevant to the role (such as Child Safe Standards, Aged Care Act, Dietitians Australia Code of Conduct) and actively promote compliance to any such standards and legislation.
- Comply with all relevant WWHS policies and procedures and any program-specific guidelines.
- Attend all required staff meetings and trainings.
- Work in accordance with the WWHS Code of Conduct and demonstrate commitment to the Service's core values.
- Recognise, respond and escalate changes in the patient's condition.
- Maintain a commitment to ongoing professional development including ongoing membership with Dietitians Australia.
- Seek and participate in opportunities for clinical supervision and peer supervision.
- Regularly review and develop resource material provided to patients and community-based programs.

### **Quality, Safety and Risk Management:**

- Ensure you are aware of the West Wimmera Health Service's emergency procedures.
- Ensure compliance at all times, with mandatory education competencies by the due date in accordance with WWHS policies and protocols.
- Ensure and take all reasonable care for your personal safety and the safety of patients, consumers, volunteers and colleagues.
- Participate in relevant quality improvement activities as directed by the Management.
- Actively participate in relevant accreditation processes.
- Identify and report relevant risks including those relating to human resource management, workplace culture and industrial relations and actively work other staff as appropriate to effectively manage such risks.

### **Communication:**

- Maintain a professional and friendly approach in all interpersonal communication with patients, consumers, volunteers and colleagues.
- Ensure effective and open lines of communication with other team members, volunteers, service users and WWHS management staff.
- Maintain confidentiality as per West Wimmera Health Service Policy and in accordance with relevant privacy and health records legislation.
- Demonstrated capacity to effectively give and receive constructive feedback and/or criticism.
- Demonstrated capacity to effectively manage conflict at a personal level and to appropriately escalate matters beyond a personal level.
- Establish, develop and maintain trust and confidence with line managers and direct reports.
- Work effectively consistent with policies and procedures to and agreed performance and behavioural expectations.

## **Key Selection Criteria:**

### **Essential:**

1. Eligibility for membership of Dietitians Australia with Accredited Practising Dietitian (APD) status or working towards the same.

2. Knowledge of and experience in assessment, treatment, and management options for providing clinical dietetic care across acute, aged care and/or community settings.
3. Demonstrated ability to work both in a multi-disciplinary team and independently.
4. Demonstrated high level of interpersonal and communication (written and verbal) skills.
5. Sound knowledge of health promotion and community nutrition principles.
6. Experience in planning and evaluating community based programs.
7. Demonstrated excellent time management and organisational skills.
8. Demonstrated competence using clinical databases, such as BOSSnet and/or iCare and menu management systems, such as *Softlogic Chefmax*.

**Desirable:**

1. Experience in rural health care.
2. Experience in student supervision.

**Pre Requisites:**

1. NDIS Worker Screening Clearance
2. Working with Children Check
3. Fully vaccinated for COVID-19 as per current Department of Health Directive.
4. Flu Vaccination
5. Australian Driver's Licence

**Internal Direct Reports:**

Dietitian - Grade 1

**External Direct Reports:**

Nil

**Appraisal:**

- Initial appraisal – 3 months after appointment.
- Thereafter – 12 monthly.

**Certification**

We hereby agree that the details contained in this document are an accurate statement of the primary requirements of the position.

<b>Authorised By:</b> Executive Director of Community Health	
<b>Name:</b>	
<b>Signature:</b>	<b>Date:</b>

<b>Position Incumbent Name:</b>	
<b>Signature:</b>	<b>Date:</b>