



**melbourne
dietetic
centre**

Position Description

Job Title	Consultant Dietitian in Private Practice
Award	Medical Scientists Private sector Award
EFT	15 hours per week (~.5 EFT) with possibility to increase hours to full time
Location	Melbourne Dietetic Centre 47 Whitehorse rd Balwyn (main office) Work sites varied in urban Melbourne.
Reporting To:	Supervisor and Director
Main Purpose of Position	To fill the role of an experienced aged care dietitian providing comprehensive nutrition services including clinical care, food service intervention, education and projects, consistent with the goals of the organisation, to residents of aged care institutions serviced and professional colleagues as required.
Key Effectiveness Areas	<ol style="list-style-type: none">1. Resident Care- clinical & food service2. Education3. Research4. Project Work
Decision Making Authority	Clinical autonomy for nutritional care of residents, systemising for effective communication within institutions.
Key Relationships	Internal and External Effective working relationships with all disciplines involved in resident care whether they are hostel or nursing home or organisation internal based. Maintaining links with appropriate Professional Bodies
Experience/Qualifications	Essential <ol style="list-style-type: none">1. Membership of DAA / Participation in APD program2. Proven ability to build effective relationships in a multidisciplinary setting.3. Previous experience as a clinical dietitian.4. Proven ability to negotiate for effective residents outcomes with other staff at all levels.5. Flexible and resident focused approach to clinical workload.6. Effectively manage and organise workload and multiple sites7. Committed to Private Practice work

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Victorian Dietetic Services Pty Ltd • Nutrition Consultants • Accredited Practising Dietitians • ACN: 102 274 046 • ABN: 20 102 274 046

	<p>Desirable</p> <ol style="list-style-type: none"> 1. Word processing and computer skills. 2. Experience working in a multidisciplinary aged care setting 3. Experience in management of student placements
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Performance Objectives	Key Performance Indicators
<p>Professional</p> <p>Works effectively as a member of the Nutrition Team at MDC although working in isolation</p> <p>Demonstrates commitment to ongoing Professional Development</p> <p>Acts within professional and ethical standards outlined by DAA Code of professional Conduct and Code of Ethics, and the organisations Code of Conduct</p>	<p>Performance Indicators</p> <p>Effective, timely, and appropriate hand-over of ongoing issues within the necessary staff within institutions.</p> <p>Attends, participates and contributes to continuing education relevant to the position.</p> <p>Knowledge and application of the principles outlined.</p>
<p>Resident care</p> <p>Effective function as clinical dietitian.</p> <p>High level of interpersonal skill and demonstrated ability to consult liaise and negotiate with residents, carers, family members, members of the wider community and other professions.</p> <p>Assists in the planning, evaluation and development of clinical service delivery.</p>	<p>Performance Indicators</p> <ol style="list-style-type: none"> 1. Assessment, intervention and multidisciplinary liaison relating to assigned/referred residents. 2. Effective communication with foodservices department according to relevant deadlines for resident meals 3. Completion of all resident related documentation according to Institute policies and procedures including organisational statistics on day of intervention. 4. Effective and appropriate hand-over of ongoing care issues to relevant staff or other health-care providers 5. Effective representation at designated team and ward meetings. 6. In conjunction with Head of Department acts as an advocate for development of Nutrition services within each institution.

<p>Foodservices</p> <p>Contributes to the organisation's relationship with the foodservices department of each site.</p>	<p>Maintains and develops relationship to provide appropriate and adequate meals for residents.</p> <p>Provides appropriate inservice education for food service staff.</p>
<p>Education</p> <p>Contributes to the training and supervision of agreed students and other staff as appropriate.</p>	<p>Facilitates and coordinates student placements as directed by Head of Department.</p> <p>Assists with development and implementation of lectures and workshops for the profession of Dietetics and MDC in consultation with Head of Department.</p>
<p>Research</p> <p>Participation in approved / recognised research activities within the department and organisation in consultation with the Director and supervisor.</p>	<p>Contributes to research which underpins better health outcomes for residents.</p>
<p>Quality Activities</p> <p>Participation in development and reporting of agreed quality activities.</p>	<p>Identifies areas of potential improvement.</p> <p>Liaises with Director and Supervisor to develop processes to measure and improve systems and activities as agreed</p>

<p>We embrace the positive effects of change</p>	<p style="text-align: center;">Change</p> <ul style="list-style-type: none"> • Embraces and contributes to new approaches dealing with work problems or opportunities 	<p>B</p>
<p>We insist on openness and accountability</p>	<p style="text-align: center;">Communication</p> <ul style="list-style-type: none"> • Exchanges ideas by using suitable language • Demonstrates a clear, concise, open manner appropriate for the audience • Listens when others are communicating • Demonstrates approachable and open body language <p style="text-align: center;">Problem Solving</p> <ul style="list-style-type: none"> • Identifies and analyses issues, problems and opportunities. • Develops appropriate solutions, makes use of available tools, demonstrates resourcefulness and takes effective action that is consistent with Peter Mac standards and values 	<p>B</p>
<p>We adhere to the strongest ethical standards in both clinical practice and research</p>	<p style="text-align: center;">Ethics</p> <ul style="list-style-type: none"> • Adopts an ethics based approach to all aspects of their work • Ensures the highest moral standards are achieved in what we ought to do 	<p>C</p>
<p>Signatures</p>		
<p>Director</p>		
<p>Practitioner</p>		

Privacy Statement: Information may be collected and stored for the purpose of recruitment and selection. The information will only be used and disclosed for the primary purpose of its collection. Some exceptions exist. These may be obtained from the Privacy Officer.