



## NEVADA URBAN INDIANS, INC. JOB DESCRIPTION

**Title:** Registered Dietitian  
**Department:** Administration  
**Exemption:** Non-Exempt  
**Supervisor:** Chief Executive Officer and Director of Operations

### **DESCRIPTION:**

Under the supervision of the Chief Executive Officer (CEO), and/or Director of Operations (DOO), the Registered Dietitian will perform professional assessments, consultation, and educational services for persons with diabetes and other chronic disease and provide community health education. Develop and implement curriculum on health education, act as a health care consultant by providing information on the management of diabetes to patients.

### **MINIMUM QUALIFICATIONS:**

Bachelor's and/or Master's degree from a university or college and course work approved by the Academy of Nutrition and Dietetics (AND), passage of a national examination administered by the Commission on Dietetic Registration (CDR), also maintains registration with CDR, and Licensed by the State of Nevada; Graduate of a Bachelor's Program in Nutrition or related field. Previous education and experience that provides the required knowledge, skills and abilities. Must have a current CPR card or be able to obtain one.

**JOB DUTIES & RESPONSIBILITIES:** duties and responsibilities may include, but are not limited to, the following:

- Collaboration with providers to identify and connect with patients in need of nutrition counseling.
- Provide outpatient nutritional counseling and education to patients, family members, community groups and program staff on all aspects of diabetes care.
- Establishes treatment plans and communicates with patients regarding program compliance.
- Evaluate the diabetes health education program on a continuing basis, assess teaching methods and educational material and collaborate with Program Evaluator as needed.
- Makes recommendations to primary care providers and assures compliance with standard practices and regulatory requirements along with program coordinators to facilitate and support quality diabetes and community programming
- Plan, develop and implement individual and group diabetes related education for adults and children.
- Electronic Health Record documentation with use of the nutrition care process.
- Contribute to specialized knowledge to the grant writing process, maintain grant applications, reporting and data collection.
- Makes referrals to appropriate resources and collaborates with other disciplines as indicated.
- If applicable, coordinate diabetes-related physical activities such as Yoga and cooking classes.
- Other duties as assigned

### **SPECIAL NOTE:**

Nevada Urban Indians, Inc. is an equal opportunity employer and encourages all qualified applicants to contact the agency about employment opportunities. Indian hiring preference may apply to some positions dependent upon funding agency (i.e. Bureau of Indian Affairs, Title V, and Indian Health Service funded positions).