

Three Square Food Bank is an equal opportunity employer.



JOB DESCRIPTION

Job Title: Registered Dietitian
Job Location: 4190 N. Pecos Road, Las Vegas
Immediate Supervisor: Director, Strategic Initiatives
Employees Supervised: Coordinators, Interns
FLSA: Exempt

General Description / Position Summary:

Three Square's Registered Dietitian will work to achieve and exceed the strategic plan metrics for high quality nutrition:

- Senior Hunger Programs framework and approach to ending hunger among older adults.
- Three Square's childhood nutrition program
- Distribution ratio of produce and "foods to encourage" (F2E) grocery product distributed on an annual basis
- Agreement with Partners for a Healthier America
- Various agreements and memorandums of support for partner agencies in pursuit of nutrition education, meal programs and healthcare partnerships.

This position resides within and will be focused on Senior Hunger Programs, yet the expertise held within this position will be shared across food/meal programs and other departments as the provision of nutrition is essential to the entire organization's mission.

Duties and Responsibilities:

- Manage and scale Three Square's healthcare partnership initiative to address food insecurity among older adults.
- Design additional healthcare partnerships and pilot interventions with private and public healthcare entities to address food security among high-risk groups.
- Work collaboratively with state agencies and other congregate/community meal sponsors to collectively improve programming and sustainability: meal and operational costs, access, engagement, and satisfaction.
- Scale congregate/community meals as appropriate to meet needs and as can be balanced with safeguards to protect the wellness of participants and volunteers.
- Collaborate with Senior Hunger Programs and with the Senior Hunger Steering Committee to consider and implement meal and social program alternatives for those seniors that cannot attend public programs.
- Support children's meal programs by continually improving the menu cycles, evaluating satisfaction, and meeting and exceeding nutrition requirements.
- Engage in partnerships that promote nutrition education and physical activity as part of a healthy life.

- Partner with Agency Services to implement and provide ongoing support for nutrition education initiatives with Agency and Community Partners (SWAP/CHOPPED and the Nutrition Education space in the Diane Bennett Indoor Garden).
- Teach/train using approved evidence-based materials.
- Monitor compliance and track activities related to Three Square's agreement on file with Partners for a Healthier America. Keep the Vice-President informed of successes and challenges.
- Coordinate and supervise dietetic interns' activities and experience.
- Submitting menu changes to the state for approval for all meal programs sponsored or vended by Three Square.
- Oversee state/federal/private grants related to this position.
- Maintain a positive work environment by conducting all communications with colleagues, supervisors, and class participants in a professional, friendly and helpful manner
- Perform other job functions as requested or assigned

Qualifications

Education and Experience:

Equivalent to a bachelor's degree from an accredited college or university with major course work in nutrition or related field. Possession or ability to obtain, an appropriate, valid State Registered Dietitian License. At least two years of experience supervising employees, interns or volunteers. Extensive experience teaching nutrition education. Work history in community or clinical settings.

Job-Specific Expectations

- Must possess outstanding communication skills with the ability to effectively communicate verbally and in writing
- Excellent teaching ability including public speaking and presentation skills
- Able to take direction well, using good listening skills
- Ability to lead diverse groups toward a common goal
- Ability to work independently
- Strong organizational skills
- Excellent basic computer skills (Microsoft Word, Excel, Outlook, and general internet experience) and computer software pertinent to nutrition analysis and reporting menu changes to state agencies
- Excellent customer service skills
- Strong interpersonal skills
- Maintain a clean, well-groomed appearance
- Manage confidential information
- Demonstrate active compliance with Three Square policies and procedures

Working Environment

This position requires working indoors in the kitchen or office at Three Square and at diverse sites outside of Three Square. This position does require traveling to various sites in the community as well as to intermittent travel outside the Las Vegas Valley.

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Other

Maintain a safe driving record, vehicle insurance and the ability to use their personal vehicle for business at off-site locations. Employee must be able to pass a criminal background check and drug and alcohol screening.