

**We're Hiring!**



## REGISTERED DIETITIAN

Posting Requisition	2024-080	Program	Healthiest Babies Possible
Job Type	Regular, Part-time	Location	Surrey, BC
Hours of work	14 hours per week	Closing Date	Open Until Filled

**Salary - \$39.50 hourly (subject to our funding model)**

Options Community Services is a non-profit registered charity providing social services primarily in Surrey, Delta, White Rock and Langley. We believe in helping people help themselves. We believe in collaborating with individuals, businesses, community groups and government to create focused, effective and responsive resources for the community.

Provides nutrition education to clients and is a resource for staff regarding nutrition issues and nutritional status of clients.

### ACCOUNTABILITIES

- Adheres to the policies and standards of Options Community Services Society as established in policy and program manuals, Health & Safety Guidelines, job descriptions, written memos, and verbal agreements.
- Evaluates, revises, develops and orders nutrition education resources.
- Takes new referrals (self and third party), a screens potential clients for suitability and explains program to clients and to general public.
- Assesses HBP Pregnancy Support Worker referrals to the Dietitian to determine amount and type of nutrition counseling to be provided.
- Interviews clients to collect health and lifestyle information and assesses educational and support needs.
- Develops rapport and a counseling relationship with clients by explaining program services, and relates to clients in a caring and positive manner which reflects clients' goals and needs.
- Provides clients with nutrition counseling, educational resources, support, referrals to other community agencies, food supplement vouchers and prenatal vitamin supplements as needed through home or office visits, phone calls and other methods.
- Consults with other professionals in the community, with the consent of clients, to coordinate client care.
- Charts all pertinent information in client files in a non-judgmental, objective format as outlined in HBP and OCS Policy and Procedure manuals.
- Evaluates, revises, develops and orders nutrition education resources.
- Participates in Lunch Club support groups by: attending the Lunch Club; interacting with clients to provide support; preparing and facilitating activities and educational sessions at group setting; assisting staff in other Lunch Club duties.
- Coordinates Community Kitchen groups by: planning, preparing and facilitating activities and educational sessions at group setting; interacting with clients to provide support and education.
- Attends staff meetings regularly, and other community meetings as requested by Program Manager.
- Consults with program manager regarding caseloads, client status and client service plans.
- Performs other related duties as required.
- Makes recommendations with regard to the development of the program and participates in program evaluations.
- Follows written and verbal directives from the immediate supervisor, Executive Director or designate

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## QUALIFICATIONS

### Education, Training, and Experience:

- University degree in Nutrition/Dietetics and completion of an accredited dietetic internship;
- Membership in the BC College of Dietitians;
- Community nutrition experience.

### Skills and Abilities:

- Demonstrated nutrition counselling and group facilitation skills
- Knowledge of nutrition specific to the peri-natal period and infants.
- Non-judgmental, respectful, positive, supportive and empowering attitude.
- Must be able to work independently and as part of a team.
- Demonstrated proficiency in written, oral and interpersonal communication skills.
- Demonstrated ability to develop program related reference and resource materials.
- Demonstrated proficiency in writing case session notes and maintaining client file records to accreditation standards and adhere to agency and program policies and procedures.
- Commitment to a problem-solving approach.
- Ability to set priorities, manage multiple tasks and meet deadlines.
- Ability to identify sensitive issues and maintain confidentiality.
- Must be sensitive to and respectful of cultural and lifestyle diversity.
- Must have a valid Class 5 Driver's License and reliable vehicle.
- First Aid Certificate
- FoodSafe Certificate is an asset
- Second language is an asset

## SPECIAL REQUIREMENTS

- Successful candidates will be required to provide a current and satisfactory Criminal Reference Check / Vulnerable Sector search preceding their start date.
- Applicants with lived experience are strongly encouraged to apply.

*\*An eligibility list may be maintained for up to six months. Eligible applicants may be offered a casual position.*

**PLEASE APPLY TO:** Nichole Osborne, Program Manager  
Options Community Services Society  
Email: [Nichole.Osborne@options.bc.ca](mailto:Nichole.Osborne@options.bc.ca)

**Please include a cover letter clearly indicating the posting number [posting #2024-080] and outlining your qualifications and related experience for the position.**