



**DIETITIAN – 110R2-26-3**  
**Diabetes Wellness Program, Wellbeing**  
**Full-Time**

Applications will be received by Six Nations of the Grand River and Grand River Employment & Training (GREAT) up until the position is filled, for the **Dietitian** with **Diabetes Wellness Program, Wellbeing**. The Six Nations of the Grand River Application for Employment Form, Job Posting and Job Description are available for printing from the [www.greatsn.com](http://www.greatsn.com) website. Online applications accepted through [My Job Search](#). **NO LATE APPLICATIONS ACCEPTED.**

**Applicants from Six Nations and other First Nations will be given preference to deliver programs and services in a First Nations community.**

**JOB SUMMARY:** The **Dietitian** reports to and receives direct supervision from the Clinical Lead Supervisor, Diabetes Wellness Program, and Primary Care Services, Six Nations of the Grand River Elected Council.

To develop and implement nutrition and diabetes promotion programs for the Six Nations Community with the emphasis of promoting wellness and the maintenance of healthy lifestyles through a complete consultative approach while working within the administrative procedures established for this position.

|                      |                        |
|----------------------|------------------------|
| <b>Type</b>          | Full-Time              |
| <b>Closing Date</b>  | Open until filled      |
| <b>Hours of Work</b> | 35 hrs/week            |
| <b>Wage</b>          | \$70,400 - \$88,000/yr |

\*A competitive compensation package will be offered commensurate with qualifications. \*

**BASIC QUALIFICATIONS:**

- Bachelor of Science in Nutritional Science with experience in community nutrition preferred.
- Member or eligible for membership with the Ontario College of Dietitians.
- High level of computer skills of Microsoft Office, MS Word, Excel High level of sensitivity to Native issues

Six Nations Elected Council is an equal opportunity employer and will seek to accommodate the needs of individuals with disabilities in a manner that most respects their dignity. All candidates are encouraged to apply. Applicants from Six Nations and other First Nations will be given preference to deliver programs and services in a First Nations community. Based on the need to provide qualified professional services, only those applicants meeting the minimum requirements will be invited for an interview.



**SUBMISSION PROCEDURE: (Choose one method ONLY):**

**Method #1: Online**

1. Please visit: [My Job Search](#) to access our job board and follow the directions to apply.
2. Please ensure all required documents are provided/uploaded with your application package, which include:
  - a. Cover letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualifies you for this position.
  - b. Recent resume clearly identifying that you meet the Basic Qualifications of this position as stipulated above.
  - c. Copy of your education diploma/degree/certificate and transcript.
3. If you have any questions or need assistance please reach out to Calvin Egan, HR Business Partner at 519-445-2223 ext. 5716 or via email at [HRBP5@sixnations.ca](mailto:HRBP5@sixnations.ca).

**Method #2: GREAT – Applications must include all of the following:**

1. Printed, filled in and authorized Six Nations of the Grand River Application for Employment Form.
2. Cover letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualifies you for this position.
3. Recent resume clearly identifying that you meet the Basic Qualifications of this position as stipulated above.
4. Photocopy of your education diploma/degree/certificate and transcript.
5. Place all documents listed above in a sealed envelope and mail to or drop off at:

**Dietitian – Full-Time – 110R2-26-3**

c/o Reception Desk  
Grand River Employment & Training (GREAT)  
P.O. Box 69, 16 Sunrise Court  
Ohsweken, Ontario N0A 1M0



**POSITION TITLE:**                      **Diabetes Education Program Dietitian**

**REPORTING RELATIONSHIP:**

Reports to and receives direct supervision from the Clinical Lead Supervisor, Diabetes Wellness Program, and Primary Care Services, Six Nations of the Grand River Elected Council.

**PURPOSE & SCOPE OF THE POSITION:**

To develop and implement nutrition and diabetes promotion programs for the Six Nations Community with the emphasis of promoting wellness and the maintenance of healthy lifestyles through a complete consultative approach while working within the administrative procedures established for this position.

**KEY DUTIES & RESPONSIBILITIES:**

**Technical Functions**

- Ensures that the Six Nations Diabetes Education Program offers current and reliable nutritional information.
- Develop comprehensive nutrition programs emphasizing healthy lifestyles that are appropriate to the target population.
- Initiates a holistic approach to community health for the wellness of the general membership of Six Nations and ensures that the Six Nations membership have access to current and reliable nutrition information.
- Promotes healthy eating and lifestyle practices through education of individuals and groups

**Administrative Functions**

- Practices which follow consent to treatment and confidentiality legislation
- Documentation practices that meet standards of College and Professional regulation (College of Dietitians of Ontario)
- Conducts client satisfaction surveys
- Ensures evaluation forms are provided to and completed by program/in- service participants
- Makes recommendations for program improvements, based on completed evaluation forms, to the Clinical Lead Supervisor, Diabetes Wellness Program.
- Develops programs/in-services based on clients/community needs and input
- Ensure access to current and reliable nutrition information
- Prepares general work plan, annual review, month end and quarterly reports as per funding agency guidelines to immediate Supervisor
- Report variances in activities and provides rationalization

**Communications Functions**

Six Nations Elected Council is an equal opportunity employer and will seek to accommodate the needs of individuals with disabilities in a manner that most respects their dignity. All candidates are encouraged to apply. Applicants from Six Nations and other First Nations will be given preference to deliver programs and services in a First Nations community. Based on the need to provide qualified professional services, only those applicants meeting the minimum requirements will be invited for an interview.



- Developing comprehensive nutrition programs emphasizing healthy lifestyles that are appropriate to all age levels within the Six Nations Community.
- Assisting the Six Nations Community agencies in developing and designing Diabetes Education Programs.
- Meeting community, other Health Professionals and/or Wellbeing requests for presentations in-services
- Reviews, modifies and evaluates all programs developed and/or delivered

### **Other Functions**

- Assisting in the education, training and supervision of students i.e. dietetic interns as per request when able
- Performing other job-related duties as may reasonably be required by the immediate Supervisor
- Providing support for the Six Nations Emergency Measures Plan by ensuring awareness of the Emergency Measures Plan and assistance as instructed by the Director of Wellbeing as a member of the Emergency Control Group

### **WORKING CONDITIONS:**

Work has a high public profile, extensive public contact and is subject to deadlines and interruptions.

Work involves considerable out-of-office contact. Work may at times be subject to unscheduled hours.

### **WORKING RELATIONSHIPS:**

Clinical Lead Supervisor, Diabetes Wellness Program and Primary and Clinical Services: Receives direction,

With the Director of Wellbeing and the Six Nations Health Committee: Provides technical support and advice for administrative and operational responsibilities; Example: policy development and implementation regarding nutrition programs for the Six Nations community.

### **KNOWLEDGE AND SKILLS:**

#### **Minimum Requirements:**

- Bachelor of Science in Nutritional Science with experience in community nutrition preferred.
- Member or eligible for membership with the Ontario College of Dietitians.

Six Nations Elected Council is an equal opportunity employer and will seek to accommodate the needs of individuals with disabilities in a manner that most respects their dignity. All candidates are encouraged to apply. Applicants from Six Nations and other First Nations will be given preference to deliver programs and services in a First Nations community. Based on the need to provide qualified professional services, only those applicants meeting the minimum requirements will be invited for an interview.



- High level of computer skills of Microsoft Office, MS Word, Excel High level of sensitivity to Native issues

**Other Related Skills:**

- Good knowledge, preferably gained through related experience and training in the delivery of nutrition services.
- CPR and First Aid certificate preferred
- Exhibits a high degree of initiative and self-direction; good analytical, organizational, verbal and written communication skills.
- Good background in research; ability to conceptualize
- Ability to work with tact and discretion; high level of public relation skills and good project management skills.

**IMPACT OF ERROR:**

Errors in judgment and in the conduct of duties could lead to loss of credibility, poor public relations, confusion, duplication of effort and misinformation being given to the Director of Health Services, Health Committee, Six Nations of the Grand River Elected Council, Government Agencies and the public.

**CONTROL:**

Guiding principles set by the Six Nations of the Grand River Elected Council, supervised by the Team Supervisor, Community Health and Wellness.

Works within the administrative policies and procedures established by Six Nations of the Grand River Elected Council for Health Services and other legislation provided by the respective government agencies.