

Class Code:.....0908  
Position#:.(PSA) (E).7237  
Developed by.....ER  
Reviewed by:.....  
Approved by:.....LK  
Date:.....12/17

**UNIVERSITY OF RHODE ISLAND**

**Position Description**

**TITLE:** Specialist, Nutrition  
**DIVISION:** Student Affairs  
**REPORTS TO:** Medical Director, Health Services  
**GRADE:** 11  
**SUPERVISES:** Support staff, Student Employees and Interns

**BASIC FUNCTION:**

Primarily responsible for nutrition education to students by means of individual counseling, campus outreach, presentations and written materials.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Provide individual nutrition assessments and counseling for nutrition related problems such as eating disorders, food allergies, sports nutrition, weight concerns, etc. and document encounters in the Electronic Health Record (EHR).

Develop, plan and implement nutrition education outreach programs (workshops, seminars, health fairs, in-services, etc.) for the purpose of improving the nutritional health of individuals/students.

Serve as a consultant to the clinical staff in all nutritional matters.

Accept nutrition referrals from Health Services providers, Athletics and other campus/community resources.

Supervise and participate in training student interns in nutrition and health education.

Attend and/or initiate medical team meetings to discuss cases.

Serve as liaison between Health Services and Dining Services.

**OTHER DUTIES AND RESPONSIBILITIES:**

Collaborate with professionals assigned to the Health Specialist, Nutrition Education Program in the delivery of services and based on assessed campus needs.

Develop and distribute written, computerized and visual nutrition education materials.

Conduct ongoing assessment/evaluation of nutrition education services.

Collect data and prepare reports in nutrition education.

Provide presentations to campus groups, residence halls, Residential Life staff, athletic teams, athletic coaches/trainers, etc.

Serve on University and departmental committees.

**LICENSES, TOOLS AND EQUIPMENT:**

Personal computers, Electronic Health Record (EHR) printers and word processing, data base management and spreadsheet software.

**ENVIRONMENTAL CONDITIONS:**

The incumbent is not substantially exposed to adverse environmental conditions.

**QUALIFICATIONS:**

**REQUIRED:** Master's degree in nutrition; Must be licensed as a registered dietician; Minimum two years of experience providing individual and group nutrition counseling; Demonstrated ability in the development of innovative health education programs; Demonstrated supervising experience; Demonstrated ability in counseling individuals with recognized eating disorders and other nutritional deficiencies; Demonstrated experience with sports nutrition; Demonstrated experience working in an interdisciplinary setting; Demonstrated strong interpersonal and verbal communication skills; Demonstrated proficiency in written communication skills; Demonstrated ability to prepare and deliver oral presentations before small, medium and large groups of people; and, Demonstrated ability to work with diverse groups/populations.

**PREFERRED:** Board Certified Specialist in Sports Dietetics (CSSD) or equivalent or demonstrated eligibility for certification; Demonstrated third party billing experience; and, Demonstrated experience working with a college age population.

**ALL REQUIREMENTS ARE SUBJECT TO POSSIBLE MODIFICATION TO REASONABLY ACCOMMODATE INDIVIDUALS WITH DISABILITIES.**