

## Posting for Westford Nursing Home

**Job Summary:** This part-time 0.3 reports to the Executive Director (ED), the Consultant Dietitian acts as a resource person and is responsible for planning the menu to meet the nutritional needs of the residents. The Dietitian organizes and implements operations for food services in accordance with professional and provincial standards, Public Health licensing requirements and established policies of Westford. He/she also assists the ED and Department Heads in identifying goals and objectives and suggesting the implementation and evaluation of dietary programs.

### Responsibilities:

Recommend dietary goals, objectives, programs, systems, standards, new products and equipment.  
Assess and revise the nutritional status of all residents, on an ongoing basis.  
Provide in-service training to Westford employees.  
Submit audit reports as required.  
Participate in multi-disciplinary care meetings and other committees, as required.  
Plan regular and therapeutic diet menus with input from the residents and dietary staff.  
Facilitate the weekly grocery order to meet nutritional needs and budget.  
Work cooperatively in an interdisciplinary team setting under the philosophy of participative management.  
Participate in recruitment and orientation of new dietary personnel.  
Ensure that the dietary procedure manual (online) is kept current.  
Ensure that knowledge and skills are consistent with current practice and technology.  
Implement policies and procedures regarding fire and disaster plans, infection control, WHMIS and Quality Management.  
Ensure that performance is based on facility policies, procedures and practices.  
Ensure that all work done is in compliance with requirements set out in the OH&S Act & Regulations and Westford's Health & Safety Program.  
Make efficient use of supplies, equipment and time.  
Ensure that confidentiality is respected and promote positive public relations.  
Assume other related responsibilities at the request of the Executive Director.

**Education:** A bachelor's degree in food and nutrition from a program that has been accredited by the Partnership for Dietetic Education and Practice (PDEP) **and** a period of supervised practical training is required. Must be registered and a member in good standing with the **New Brunswick Association of Dietitians** and pass the Canadian Dietetic Registration Examination.

**Experience:** Related experience preferred.

**Salary:** The pay scale is \$39.00/hour- \$40.48/hour.

**Applications will be received until April 17th, 2023.** Please send resumes to: Patricia Harrington, Executive Director at Westford Nursing Home: [executivedirector@westfordnursinghome.com](mailto:executivedirector@westfordnursinghome.com)

**Expected start date June 1<sup>st</sup>/23.**