Mission Statement: To empower, educate, and promote the health and well-being of our Native Hawaiian community.

Vision Statement: We envision a vibrant, intra-dependent Native Hawaiian community based on cultural values with individuals achieving their optimal spiritual, mental physical potential.

Job Description

Position Title: Registered Dietitian

Reports To: Licensed Clinical Social Worker
Program: Clinic

FLSA Status: Non-Exempt
FTE: 1.0

Position Summary:

Provides health care, outreach and case management services to Native Hawaiians on the Island of O`ahu. Under the direction of the Licensed Clinical Social Worker, the Registered Dietitian carries out functions within culturally appropriate service delivery programs in the community that include: identify barriers to health care; identification of client health care service requirements; client referral to appropriate services; client follow-up and evaluation; assisting with health education/promotion activities.

Essential Duties and Responsibilities

1. Counsel individuals and groups on nutritional practices to prevent disease and promote good health
2. Evaluate individual needs, develop nutritional care plans, and instruct individuals, groups and their families
3. Provide instruction on grocery shopping and food preparation
4. Perform nutrition screenings and consult on diet-related concerns such as weight loss or cholesterol reduction
5. Responsible for case management of clients relating to their nutritional needs
6. Provide education on menu development, budgeting and planning
7. Performs nutritional activities as required for assessments and screenings under the supervision/direction of the Licensed Clinical Social Worker
8. Coordinates with the community outreach and fitness trainers on nutrition programs
9. Provide services island wide, targeting clients of Ke Ola Mamo
10. Conducts home assessments as directed by the Licensed Clinical Social Worker
11. Maintains client records for completeness, accuracy, and closure in conjunction with the case management team
12. Assists the Licensed Clinical Social Worker in planning, developing, implementing, and evaluation programs to improve wellness for Native Hawaiians

Other Duties and Responsibilities:
1. Responsible for monitoring progress toward grant objectives
2. Answers telephone and provides copies as required
3. Contributes to monthly, quarterly and annual reports
4. Participates in staff meetings
5. Performs other duties as required or assigned by the Licensed Clinical Social Worker

Working Conditions
Indoors and outdoors, under a variety of conditions in the community.

Working Hours
Normally 7:30 a.m. to 4:30 p.m., Monday through Friday. Some evening and weekend work may be required; dependent on position duties and responsibilities.

Equipment Use
Computer, copier, telephone, fax machine, other standard office equipment, stethoscope, sphygmomanometer, electronic vital signs machine, scale (weight and height), glucometer, syringe and various solutions for possible immunizations/vaccinations, other medical equipment as needed.

Mental Demands:
Duties require observing and reporting client health care needs and services; dealing courteously and tactfully with clients, service providers, coworkers, and Native Hawaiian Community; working under occasional pressure and deadlines; following instruction in company policies and procedures; complying with KOM Code of Ethics.

Communication Demands
Requires preparation of oral and written reports, memos, and other communications in a clear, concise, and professional manner; taking accurate phone messages; carrying out written and verbal instructions; giving instructions to others.
Qualification Requirements

Knowledge, skills and abilities
1. Demonstrated knowledge of Native Hawaiian cultural values and practices in the delivery of health care services
2. Demonstrated ability to plan and implement strategies to meet clients’ nutritional needs
3. Excellent problem solving, organizational, and time management skills
4. Nutritional skills consistent with education and experience
5. Excellent knowledge of community, health and human service agency resources
6. Demonstrated ability to coordinate service provisions for clients
7. Excellent problem solving, organizational, and time management skills. Ability to prioritize tasks and complete tasks as assigned.
8. Ability to empower, nurture and provide training to direct service staff
9. Valid tuberculosis clearance within one (1) year
10. Basic Life Support for Healthcare Providers (CPR and AED) certification
11. Use of own personal transportation vehicle for work with proof of current no-fault insurance coverage; bicycle will not suffice
12. Current valid driver’s license
13. Driver’s abstract without any moving violations

Education and Experience Requirements
1. Graduate of a Master’s degree program approved by ADA’s Commission on Accreditation for Dietetics Education (CADE).
2. Current Registered Dietitian credentials/licensure by the American Dietetic Association (ADA)
3. Minimum six (6) months experience in a similar position
4. Prefer knowledge and ability to utilize IBM compatible computer with Ke Ola Mamo client database and Microsoft Word
5. Prefer previous experience in a patient care position
6. Any combination of education and experience that would provide the necessary knowledge, skills and abilities to perform the essential functions of this position

Physical Demands
The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally required to stand; walk; sit; use hands to finger, handle, or feel objects, tools or controls; reach with hands and arms; climb stairs; balance; stoop, kneel crouch or crawl; talk or hear; taste or smell. The employee must occasionally lift and/or move up to 25 pounds; assist clients with
mobility problems. Specific vision abilities required by the job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Ke Ola Mamo is guided by the following values:

Malama: Caring for our clients and one another.
`Ao Pono: Passing on correct, balanced knowledge (learning, teaching, advising, training, preserving traditional cultural practices)
`Onipa`a: Steadfast and persevering through the hard times of changes in funding and other barriers that Hawaiians will face
Lokahi: Unity; balance within oneself, between man and Ke Akua, the environment and fellow man; balance between man and culture, man and the dominant culture
Pono: Being true to all values; honesty; truthfulness
Po`okela: Providing the very best care, services and support to clients and one another.

Terms of Employment
Employment is “at will” and can be terminated at any time, either by the employee or KOM, with or without cause or reason and with or without notice.

Interested Applicants
Qualified applicants are required to email a cover letter, resume, salary requirements, employment application and verification consent form to hrsearch@keolamamo.org or fax at (808) 848-8001.

KOM is an EEO employer.