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|  | NSW Health |
| **Local Health District / Agency** | Northern NSW Local Health District |
| **Position Classification** | Dietitian Lvl 3 –C&A Eating Disorder Service |
| **State Award** | NSW Health Service Health Professionals (State) Award |
| **Vaccination Category** | Category A |
| **Category** | Allied Health | Dietitian |
| **Website** | [www.nnswlhd.health.nsw.gov.au/](http://www.nnswlhd.health.nsw.gov.au/) |

# PRIMARY PURPOSE

Providing comprehensive and appropriate nutrition and dietetic service within the specialist outpatient Child and Adolescent Eating Disorder Service. Acting is an integral part of the multidisciplinary health care team and provides a clinical service to patients/clients of the Northern NSW Local Health District (NNSWLHD) and their families. Utilising extensive specialist knowledge and advanced clinical reasoning skills in the treatment of eating disorders Providing clinical leadership and supervision to NNSWLHD clinicians, and other relevant stakeholders relating to eating disorders.

**COVID-19 VACCINATION COMPLIANCY**

The Public Health (COVID-19 Vaccination of Health Care Workers) Order 2021 commenced on 26 August 2021. The Order establishes mandatory requirements for health staff and persons working in health settings to be vaccinated with a COVID-19 vaccine. Mandatory COVID-19 vaccination will now be required for all NSW Health staff.

# ESSENTIAL REQUIREMENTS

* Relevant qualification in Nutrition and Dietetics and eligible for membership of Dietitians Australia (DA) prior to commencing.
* Valid unrestricted driver’s license for use in NSW/Australia.
* Valid NSW Employee Working With Children Check.
* Responsibilities under WHS - Non-Supervisor  
  You must take all reasonable care for yourself and others and comply with any reasonable instruction, policies and procedures relating to work health safety and wellbeing.

# KEY ACCOUNTABILITIES

* Provide high level integrated care and specialty clinical nutritional advice to patients/clients, their families/carers and other health care professionals in accordance with NNSWLHD guidelines and evidenced based, best practice knowledge to ensure optimal client outcomes.

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* Provide advanced clinical leadership and supervision to Dietitians, students, technical and support staff within NNSWLHD utilising specialist knowledge of eating disorders and contemporary treatment guidelines to optimise client outcomes.
* Apply professional knowledge and judgment when performing novel, complex or critical tasks where principles, procedures, techniques and methods require review and modification to maximise client comfort, safety and improved outcomes.
* Participate in workplace education, support and quality improvement activities to improve the care of patient/clients of NNSWLHD. These include planning, implementing, evaluating and reporting on services; identifying opportunities for improvement in clinical practice; developing and leading ongoing quality improvement activities with staff; and participating in clinical research opportunities.
* Develop and demonstrate cultural competence and understanding and commit to improving the health outcomes of Aboriginal and Torres Strait Islander Peoples.
* Provide supervision of students, Level 1 and 2 health professionals, technical and support staff to promote education and learning and optimal client outcomes.

# KEY CHALLENGES

* Appropriately prioritising clinical demands in the context of finite resources and time limits to ensure the delivery of optimum standards of patient care needs and expectations.
* Contributing to improving the ways in which the multidisciplinary team work together to provide treatment, care and support within an environment of constant change and increased reliance on information technology
* Working with at risk, vulnerable and distressed clients, families and carers.

# KEY RELATIONSHIPS

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| **Who** | **Why** |
| CAMHS Service Manager | Professional and operational leadership and management. Provide guidance, direction and feedback in relation to the delivery of quality patient care. |
| NNSW Eating Disorders Coordinator | Implementation of local NNSW LHD Eating Disorders Service and Workforce Development Plan. Provide guidance, direction and feedback in relation to the delivery of quality patient care. |
| Patients/clients and their families | Provide appropriate high quality person and family-centered care that meets needs and expectations in line with the CORE values. |
| Multi-disciplinary team | Collaborate and coordinate to provide efficient and effective person-centered care. |
| Health care and service providers from outside of Northern NSW Local Health District | Collaborate on patient care |
| Health Education providers | Collaborate on student supervision |

**SELECTION CRITERIA**

1. Relevant qualification in Nutrition and Dietetics and eligible for membership of Dietitians Australia (DA). Demonstration of three years of relevant clinical experience, with extensive specialist knowledge or a high level of broad generalist knowledge.
2. Demonstrated knowledge of disordered eating, body image and related social and cultural issues associated with the development of eating disorders, demonstrated knowledge of innovative public health and community interventions to address the development and treatment of people with eating disorders and an understanding and commitment to the **NSW Service Plan for People with Eating Disorders ( NSW Health)**
3. Demonstrated ability to deliver a variety of therapeutic counselling models for effective nutritional intervention and support of young people and their families including telehealth and virtual models of care. Demonstrated knowledge of, or experience in the use of Family Based Treatment for Eating Disorders (FBT), and/or CBT-E in treatment and meal support, in addition to trauma informed care, as well as ability to deliver group therapy.
4. Demonstrated advanced clinical reasoning skills and ability to apply professional judgment when performing novel, complex or critical tasks within the scope of practice of the position.
5. Demonstrated ability to utilise problem solving skills and a multidisciplinary team approach in the planning, delivery and coordination of patient care. Demonstrated ability to liaise with and consult with health, education and welfare professionals involved in the management of clients and families.
6. Demonstrated effective communication through the use of information technology, written, verbal and interpersonal skills with the ability to identify key messages, issues and concerns when communicating with others.
7. Demonstrated ability to supervise professional, technical and support staff.
8. Ability to work in sites across the Local Health District as required or directed with a valid unrestricted driver’s license for use in NSW and willingness to travel in the course of employment.

## OTHER REQUIREMENTS

### Professional Behaviour and Communication

All employees are required to achieve, uphold and model a high standard of professional behaviour and communication.

* Any conduct on your part, whether during or outside business hours, which has the capacity to affect or damage the professional reputation of NSW Health, or your ability to uphold that reputation or image, could lead to disciplinary action, including dismissal
* Appropriate professional behaviour incorporates all levels of interpersonal behaviour, including formal and informal communication with colleagues, patients/clients and carers/families.

All employees are responsible for:

* Complying with all current NSW Health and NNSWLHD policies, including the NSW Health Code of Conduct
* Complying with profession-specific Code of Ethics/Code of Professional Conduct and Scope of Practice

### Workplace Culture

Your workplace behaviours and practices are expected to:

* Proactively contribute to a positive, productive and safe workplace culture
* Adhere to the CORE values of Collaboration, Openness, Respect and Empowerment identified in the NSW Health Workplace Culture Framework

### Privacy

All employees are expected to comply with personal information protection principles and health privacy principles as per the NSW Health Privacy Manual for Health Information, NSW Health and NNSWLHD privacy policies and procedures, and relevant legislation:

* Privacy and Personal Information Protection Act 1998 (NSW)
* Health Records and Information Privacy Act 2002 (NSW)

### Performance

All employees will:

* Have a performance agreement with their manager, linking individual performance objectives and role requirements to corporate objectives
* Participate in an annual performance appraisal
* Be responsible, with the support of their managers, for proactively developing their own performance to meet expectations and achieve objectives
* Actively contribute to their performance management by having open and honest conversations with managers and colleagues and providing and receiving constructive feedback

### Quality Improvement

NNSWLHD complies with the National Safety and Quality Health Service Standards. All employees are expected to:

* Be aware of and comply with their responsibilities under the Standards
* Actively participate in quality improvement initiatives within their teams
* Participate in organisation-wide quality improvement activities as required

### Workplace Health & Safety

All employees have responsibilities under the Workplace Health & Safety Act of 2011. Signing this Position Description confirms you understand the responsibilities relevant to your role.

### Risk Management

All employees are expected to notify into the incident management system any incidents and patient complaints which occur in your own area (both clinical and corporate incidents).

All employees will:

* Identify and manage risks in your own area, and report risks to your manager which are beyond your capacity or authority to manage



# CAPABILITIES FOR THE ROLE

The NSW Public Sector Capability Framework applies to all NSW public sector employees. The Capability Framework is available via the [Public Service Commission website](http://www.psc.nsw.gov.au/capabilityframework).

Capability Summary

Below is the full list of capabilities and the level required for this role. The capabilities in bold are the focus capabilities for this role. Refer to the next section for further information about the focus capabilities.

**Level**

**Capability Group Capability Name**

**NSW Public Sector Capability Framework**

### Display Resilience and Courage Adept

Act with Integrity Adept

Manage Self Adept

Value Diversity Adept

**Communicate Effectively Adept**

**Commit to Customer Service Adept**

**Work Collaboratively Adept**

Influence and Negotiate Intermediate

Deliver Results Intermediate

### Plan and Prioritise Intermediate

Think and Solve Problems Adept

Demonstrate Accountability Intermediate

Finance Foundational

### Technology Adept

Procurement and Contract Management Foundational Project Management Intermediate

Manage and Develop People Intermediate

### Inspire Direction and Purpose Intermediate

Manage Reform and Change Intermediate

**Behavioural Indicators**

**Group and Capability Level**

**NSW Public Sector Capability Framework**

**Personal Attributes** Display Resilience and Courage

Adept  Be flexible, show initiative and respond quickly when situations change

* + Give frank and honest feedback/advice
  + Listen when ideas are challenged, seek to understand the nature of the criticism and respond constructively
  + Raise and work through challenging issues and seek alternatives
  + Keep control of own emotions and stay calm under pressure and in challenging situations

### Relationships

Communicate Effectively

Adept  Tailor communication to the audience

* + Clearly explain complex concepts and arguments to individuals and groups
  + Monitor own and others' non-verbal cues and adapt where necessary
  + Create opportunities for others to be heard
  + Actively listen to others and clarify own understanding
  + Write fluently in a range of styles and formats

**Relationships** Commit to Customer Service

Adept  Take responsibility for delivering high quality customer-focused services

* + Understand customer perspectives and ensure responsiveness to their needs
  + Identify customer service needs and implement solutions
  + Find opportunities to co-operate with internal and external parties to improve outcomes for customers
  + Maintain relationships with key customers in area of expertise
  + Connect and collaborate with relevant stakeholders within the community

### Relationships

Work Collaboratively

Adept  Encourage a culture of recognising the value of collaboration

* + Build co-operation and overcome barriers to information sharing and communication across teams/units
  + Share lessons learned across teams/units
  + Identify opportunities to work collaboratively with other teams/units to solve issues and develop better processes and approaches to work

### Results

Plan and Prioritise

Intermediate  Understand the team/unit objectives and align operational activities accordingly

* + Initiate, and develop team goals and plans and use feedback to inform future planning
  + Respond proactively to changing circumstances and adjust plans

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| **NSW Public Sector Capability Framework** | | |
| **Group and Capability** | **Level** | **Behavioural Indicators** |
|  |  | and schedules when necessary |
|  |  | * Consider the implications of immediate and longer term |
|  |  | organisational issues and how these might impact on the |
|  |  | achievement of team/unit goals |
|  |  | * Accommodate and respond with initiative to changing priorities and |
|  |  | operating environments |
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| **Business Enablers** | Adept | * Demonstrate a sound understanding of technology relevant to the |
| Technology |  | work unit, and identify and select the most appropriate technology  for assigned tasks |
|  |  | * Identify opportunities to use a broad range of communications |
|  |  | technologies to deliver effective messages |
|  |  | * Understand, act on and monitor compliance with information and |
|  |  | communications security and use policies |
|  |  | * Identify ways to leverage the value of technology to achieve |
|  |  | team/unit outcomes, using the existing technology of the business |
|  |  | * Support compliance with the records, information and knowledge |
|  |  | management requirements of the organisation |
|  |  |  |
| **People Management** | Intermediate | * Assist team to understand organisational direction and explain the |

Inspire Direction and Purpose

reasons behind decisions

* Ensure the team/unit objectives lead to the achievement of business outcomes that align with the organisational policies
* Recognise and acknowledge individual/team performance