



IDENTIFICATION

Department	Position Title	
Northwest Territories Health and Social Services Authority	Dietitian-Nutrition Services, South	
Position Number	Community	Division/Region
48-13615	Fort Smith	Public Health and Primary Care Services/ Territorial Operations

PURPOSE OF THE POSITION

The Dietitian-Nutrition Services, South, provides leadership and human nutrition expertise in primary care and health promotion. The incumbent promotes the vision and values of the Northwest Territories Health and Social Services Authority to ensure clients realize and maintain their food and nutrition requirements for overall health and well-being.

SCOPE

The Northwest Territories Health and Social Services Authority (NTHSSA) is the single provider of all health and social services in the Northwest Territories (NWT), with the exception of Hay River and Tłı̨chǫ regions, covering 1.2 million square kilometers and serving approximately 43,000 people, including First Nations, Inuit, Metis, and non-indigenous persons. Health and social services includes the full range of primary, secondary and tertiary health services and social services including family services, protection services, care placements, mental health, addictions, and developmental activities, delivered by more than 1,400 health and social services staff.

Under the direction of the Minister of Health and Social Services, the NTHSSA is established to move toward one integrated delivery system as part of the government's transformation strategy. The NTHSSA sets clinical standards, procedures, guidelines and monitoring for the entire Northwest Territories. While the Tłı̨chǫ Community Services Agency (TCSA) operates under a separate board, and Hay River Health and Social Services Agency (HRHSSA) remains separate in the interim, Service Agreements will be established with these boards to identify performance requirements and ensure adherence to clinical standards, procedures, guidelines and policies as established by the NTHSSA.



This position is located in the Fort Smith Region, serving approximately 2,500 residents of Fort Smith and the surrounding area. The Fort Smith Regional facilities include one type C Health Facility and a 28 Bed Long Term Care Facility. This position also provides direct dietetic support and services to the Dehcho region, with a population of approximately 3,400 residents in 8 communities, including an 18 bed long term care (LTC) accredited facility. The NTHSSA provides and supports the delivery of health care services to adults and children on an inpatient, outpatient and outreach basis in order to enhance healthy communities and well-being through excellence, accountability and respect for regional diversity.

Reporting to the Territorial Specialist, Chronic Disease Management, the Dietitian-Nutrition Services, South, (Dietitian) plays an important leadership role in primary care and health promotion for the NTHSSA. The Dietitian works collaboratively with interdisciplinary teams in partnership with community members to deliver nutrition and nutrition related programs based on identified needs and priority setting.

Services may be provided within the Acute Care and LTC settings, health center, via Telehealth/telemerge, or by telephone, and are intended to promote wellness, decrease suffering, and prevent injury. Services may be provided through independent practice or as part of an interdisciplinary integrated care team. The incumbent must be resourceful and confident as he/she is frequently required to work independently with lack of direct mentorship. This position requires the ability to handle several complex issues concurrently while maintaining attention to detail. In addition, within the health care setting there can be significant lack of control over the work pace, with frequent interruptions. The Dietitian must be able to travel to outlying communities via ice road and small aircraft; at a minimum once every other month for several days at a time (i.e. 4-5 days every 4-6 weeks).

The legacies of colonization and residential schools have impacted Indigenous health outcomes and the way health and social services are delivered and accessed. The incumbent is required to honour and promote a culturally safe environment at all times. Practicing from a trauma informed care perspective is expected and the position requires that interaction with clients and families is tactful, respectful and humble. The incumbent is expected to remain calm, controlled and professional in all situations, and demonstrate compassionate care that is free of racism and discrimination, to clients, families, community members, and other members of the health care team.

The incumbent is required to be motivated and innovative in the area of continuing education and practice to encourage the professional growth of self and others.

RESPONSIBILITIES

- 1. Provide specialized nutrition services to acute and long term care and outpatients using a problem solving approach in accordance with his or her scope of practice.**



- Assist the community with assessment of community issues on achieving healthy weights.
- Assist the community with assessment of community issues pertaining to the management of pre-diabetes, diabetes, and its complications, and cardiovascular disease.
- Co-ordinate, research, design, deliver and evaluate services to facilitate learning, based on principles of adult education and self-management.
- Determine which resources and teaching methods are appropriate and effective, while recognizing and respecting individual, social, and cultural differences.
- Assist with gathering, recording, and evaluating statistical data relevant to program operation.

2. Provide direct patient care using a standardized prioritization tool to facilitate the adoption of health-related behaviors for the prevention and management of chronic disease and other nutrition related conditions.

- Assess the physical, psycho-social and learning needs of the individual and develop a nutrition care plan.
- Collaborate with health, social services and community-based workers to assess, plan, develop, deliver and evaluate nutrition programs and services to ensure that families have supportive environments and tools for healthy eating, using evidence based best practices.
- Provide ongoing evaluation of patient status and make adjustments to plan of care as indicated.
- Determine which resources and teaching methods are appropriate and effective, while recognizing and respecting individual, social, and cultural differences.
- Document all medications/treatments, assessment data, plan of care, intervention and patient responses or outcomes in a timely manner.
- Guide and support the use of diabetes self-care equipment such as home blood glucose meters, insulin pumps, and injection devices.
- Research, review, interpret and disseminate current diabetes and heart health information and best practices through workshops and counseling/training sessions.
- Develop, revise and implement information management tools such as flow charts and diabetes registry.
- Promote self-management of pre-diabetes, diabetes or cardiovascular disease, and help patients to express their health needs and values to obtain appropriate information and services.
- Act in a manner consistent with their professional code of ethics, responsibilities, and standards of practice.
- Communicate with other members of the health care team regarding the education and supportive care of the patient to provide continuity of care and promote collaborative



efforts directed toward quality patient care. This may be done in writing, by telephone, by Telehealth/telemerge or in person.

- Work with community elder's societies, home-based care services, and long term care facilities to reduce risk of malnutrition among older adults.
- Assess all LTC residents upon admission to determine their nutrition risk, develop and monitor a nutrition care plan for all LTC residents.
- Provide consultation and approve menus at LTC facilities to ensure menus are balanced and meet the nutrition and fluid needs of residents, respective of culture.
- Promote safe food handling practices in long term care facilities.

3. Contribute to own professional development, so that optimum standards are reached and that the programs and services are current and evidence-based.

- Further own education and development
- Prepare and present information at in-service programs to other health care professionals
- Access additional resources, materials, and funds through proposal writing.
- Participate in quality assurance activities.
- Maintain current membership with Dietitians of Canada and a provincial dietetic regulatory body; follow practice and standards of Diabetes Canada.
- Assist in the development of procedures and policies specific to the chronic disease management program.

4. Facilitate, support and promote a culture of teamwork.

- Receive and share information, opinions, concerns and feedback in a supportive manner.
- Work collaboratively to build rapport and create supportive relationships with team members both within primary care and across the organization.
- Develop a supportive rapport with individuals and their families to facilitate collaborative relationships with other integrated team members.
- Make frequent decisions about the most appropriate, effective and efficient mode of communication among interdisciplinary team members in accordance with identified policies and procedures.
- Coordinate and participate in formal and informal case conferences to share appropriate information concerning individual concerns or progress and to utilize the team's skills and resources in the most efficient and effective manner.
- Contribute to a positive, strengths-based team environment, and support team colleagues.
- Collaborate proactively with all integrated and interdisciplinary team members utilizing a client centered approach to facilitate and maximize healthcare outcomes (monthly diabetes mini clinic, group medical appointments).



- Communicate effectively with other members of the health care team to provide continuity of care and promote collaborative efforts directed toward quality patient care.
- May be required to provide coverage for other Dietitians within the NTHSSA in person and/or virtually.

WORKING CONDITIONS

Physical Demands

No unusual demands.

Environmental Conditions

Incumbent may be exposed to communicable diseases and blood.

Sensory Demands

No unusual demands.

Mental Demands

Duty travel may require job holder to travel to remote areas 1-2 times per month.

KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of current established standards of diabetes practice and knowledge of the standards of Diabetes Canada and the Clinical Practice Guidelines for the management of diabetes in Canada.
- Knowledge of the community and its resources and ability to work within an interdisciplinary setting.
- Knowledge and sensitivity regarding the impact of social, economic, environmental and cultural influences on food, diet and nutrition.
- Proficiency in working with word-processing and spreadsheet software, internet, electronic medical record systems, and email.
- Interpersonal and communication skills, oral and written.
- Ability to be sensitive to the cultural, social and regional conditions in order to develop effective programs.
- Ability to be self-directed and the ability to organize work under minimal supervision.
- Ability to develop and deliver educational programs based on the needs of the patient and their support system and adapt teaching materials to meet the individual's learning abilities.
- Ability to commit to actively upholding and consistently practicing personal diversity, inclusion and cultural awareness, as well as safety and sensitivity approaches in the workplace.



Typically, the above qualifications would be attained by:

A Baccalaureate Degree in Nutrition, and completion of an accredited Dietetic Internship program, and one (1) year of recent experience in acute/ambulatory care.

Equivalent combinations of education and experience will be considered.

ADDITIONAL REQUIREMENTS

Proof of immunization in keeping with current public health practices.

Current eligibility for registration with a provincially regulated association of Registered Dietitians is required.

Designation as a Certified Diabetes Educator, or the ability to obtain the designation within a reasonable period of time.

Membership with Dietitians of Canada is an asset.

Must have a valid NWT class 5 driver's license.

All health care providers must be able to acquire within a reasonable time frame and remain current with the following training and certifications:

- Fire training
- Workplace Hazardous Materials Information System (WHMIS)
- Certification in First Aid & level C CPR/AED
- Cultural Awareness

Position Security (check one)

- ☐ No criminal records check required
- ☒ Position of Trust – criminal records check required
- ☐ Highly sensitive position – requires verification of identity and a criminal records check

French language (check one if applicable)

- ☐ French required (must identify required level below)

Level required for this Designated Position is:

ORAL EXPRESSION AND COMPREHENSION

Basic (B) ☐ Intermediate (I) ☐ Advanced (A) ☐

READING COMPREHENSION:

Basic (B) ☐ Intermediate (I) ☐ Advanced (A) ☐

WRITING SKILLS:

Basic (B) ☐ Intermediate (I) ☐ Advanced (A) ☐

☐ French preferred

Indigenous language: Select language

☐ Required

☐ Preferred