

# Job Description



Johnson County Government  
Department of Human Resources

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**Job Title:** Dietitian                      **Job Code:** 903230                      **Job Family:** Direct Care  
**Pay Grade:** JC.16.16                      **FLSA:** Non-Exempt                      **EEO:** Professionals  
**Department/Agency:** Countywide      **Position Number(s):** Multiple  
**Recommended Position Title(s):** Dietitian

**The following Core Competencies apply to everyone and are essential to all County jobs:**

- Accountability – Follows-up on and meets commitments, takes ownership for work, and possesses a strong ability to stay focused on individual, department, and County results.
- Communication – Clearly and effectively expresses ideas and thoughts (verbally and in writing); listens actively.
- Customer Focus & Public Relations – Builds positive internal and external customer relationships; is committed to customer satisfaction; assumes responsibility for solving customer problems and ensures commitments to customers are met.
- Initiative – Independently acts to resolve problems and provide solutions; seeks out new responsibilities; generates new ideas; practices self-development.
- Safety – Understands and supports safety standards as required by the job; keeps the workplace clean and safe.
- Teamwork– Encourages and facilitates cooperation, pride, and trust among the team; fosters commitment and team spirit; works cooperatively with others to achieve overall goals.

**Essential Duties:**

- Assesses the nutritional needs of patients by performing anthropometric and biochemical assessments; identifies healthy food plans to meet individual and family needs considering social, economic, cultural, and other factors; refers individuals to community and clinical resources and coordinates referrals for other health services.
- Determines nutrition program eligibility and enrolls individuals in programs based on established guidelines; administers nutritional program services based on individual eligibility and guidelines.
- Records, collects and compiles data to measure outcomes and evaluate program effectiveness; responds to a variety of questions; participates in quality improvement projects.
- Provides nutritional counseling and classes to individuals, families, and groups.

**Supervisory Responsibilities:**

Yes  No      This position is also responsible for the supervision and leadership of employees, which includes making employment-related decisions and/or recommendations, and formally evaluating performance.

***Duties and responsibilities, as required by business necessity may be added, deleted or changed at any time at the discretion of management, formally or informally, either verbally or in writing. Scheduling and shift assignments and work location may be changed at any time, as required by business necessity.***

**Minimum Job Requirements:**

Bachelor's degree in Food Nutrition, Dietetics, Public Health or a closely related field and licensure as a Registered Dietitian are required. Licensure as a Dietician in the State of Kansas is required within six months of employment. May require KS/MO driver's license, depending on department or agency.

## Job Description

***Johnson County Government requires reference/background screening for all positions. Specified criteria may vary by Department/Agency.***

### **Preferred Job Requirements:**

One year experience as a dietitian is preferred.

### **Education/Experience Substitutions:**

Yes  No Experience may be substituted for degree.

Yes  No Education may be substituted for experience.

### **Physical, Environmental, and Special Working Conditions:**

All County employees may be called upon to assist other departments in a declared emergency situation.