**Job Title:** Clinical Dietetic Advisor

**Reporting to:** Head of Clinical Services

**Direct Reports:** N/a

**Job Purpose:**
To provide dietary information and support to the allergic community and general public through the organisation’s various communication mediums; provide support to the Dietician Service and other projects as they arise, in support of the charity’s aims.

This role is currently for a fixed term of 12 months from the date of commencement.

**Key Accountabilities:**

1. To provide dietary advice and information via our Helpline telephone clinic and other mediums to those who contact the charity. This will include the allergic community, general public, healthcare professionals, schools, clinics and other external organisations.

2. Ensure all mediums of communication, including telephones, emails, webchat and the forum, are handled professionally and sensitively for all callers.

3. Assist in the development and review of support materials including, but not limited to, factsheets, campaign materials, leaflets, posters and website content.

4. Engage, support and work as part of the helpline team to answer diet related questions and to assist/establish a dietetic training programme, keeping yourself as well as the team, up to date with latest research or dietetic advice.

5. Provide advice and assist with the management of calls from individuals with food allergies and food related concerns that come through to the helpline.

6. Develop and deliver presentations to healthcare professionals, the allergic community and general public, as required.

7. Support external educational events and meetings, as required.

8. Supervise and oversee the Dietician Service project escalating any issues arising to the Head of Clinical Services.

9. As required, provide a supportive role in any dietary related research that the charity may be involved with internally, or as a stakeholder for external research.

10. Build and engage a network of key healthcare professionals who can support the aims of the charity.

11. Adhere to all health and safety instructions, taking reasonable care to ensure that your actions do not endanger yourself and those around you.

This job description is non-exhaustive, and is subject to regular review with the post holder and amended in line with the needs of the organisation.

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Person Specification

Education and Qualifications

Essential
- Educated to degree level in Dietetics
- Member of and regulated by the (HCPC) Health Care Professions Council
- Pediatrics experience
- Allergy experience

Desirable
- Be part of a professional body e.g., British dietetic Association

Experience

Essential
- Experience in the dietary management of food allergy and sensitivities
- Minimum of 3 years post qualification experience in a healthcare setting
- Good communication skills oral/written
- Experience of communicating in an empathetic manner, via multi-media channels, with a calm approach.

Desirable
- Experience of conducting research

Skills and Knowledge

Essential
- You will be an expert in clinical nutrition and dietetics, keeping up to date with CPD evidence on your professional practice as well as food related Allergy.
- Current knowledge on management of various types of food allergy, including cow’s milk protein Allergy, is essential to facilitate addressing the food related calls we get through our helpline and other portals of communication.
- Up to date knowledge reflected in practice and continued professional development
- Ability to research, analyse and produce information which is accessible for both professional and public audiences
- Knowledge of health policy in the UK
- Willingness and ability to travel nationally and internationally
- Time management skills
- Ability to work autonomously

Desirable
- Development of questionnaires, surveys and interview schedules
- Experience collecting quantitative and qualitative data

Behavioural Competencies

Achieving Personal Work Goals and Objectives  Adhering to principles and values
Coping with Pressure and Setbacks  Following Instructions and Procedures
Delivering Results & Meeting customer Expectations  Relating and Networking

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