

Tuvalu Government – Job Description



Position Title	Nutritionist	
Band & Salary	T1- T3	\$15,448- \$29,287
Department/Ministry	Health	MOHSW
Location	Funafuti	
Reports to	Chief Public Health	

JOB PURPOSE:

As a member of the Public Health team, the nutritionist is responsible for planning, coordinating and implementing the food and nutrition plan for the Government of Tuvalu that is in accordance with the goals, objectives and activities of the current Te Kakeega (TK) III: Strategy for Sustainable Development and the current Tuvalu Health Reform Strategy 2016-2019.

KEY RESPONSIBILITIES:

1. Operationalize plans for food and nutrition services.
2. Play a leadership role in food quality management and delivery and ensure all food services meet internationally accepted best practice standards for food and nutrition.
3. Be an advocate and champion of 'healthy eating' for patients, staff and their families.
4. Provide professional advice and ensure that all food and nutrition activities adhere to relevant local and international health laws.
5. Provide guidance for trainee and junior doctors, nurses, paramedics and orderlies to ensure patients receive the nutritional plans that are consistent with their dietary requirements.

MAIN DUTIES AND OUTCOMES:

- 1.1. Design, distribute and coordinate the implementation of meal plans in health facilities.
- 1.2. Develop and/or review food and nutrition related policies and strategies.
- 1.3. Participate in quarantining shipping vessels with other Government Ministries/Departments.
- 2.1. Participate in, daily ward rounds and grand rounds at PMH and provide professional advice.
- 2.2. Provide direction and/or counselling to patients/clients on healthy living and good nutrition and follow up patients prior to discharge.
- 3.1. Teach patients, their families and communities about the principles of good nutrition and food choices.
- 4.1. Work with the public health team (and other health teams) to improve public health services to the outer islands, including participating in integrated outreach clinics that discuss current disease burdens: e.g. Non Communicable Diseases (NCDs), and screen, educate and provide health promotion

Tuvalu Government – Job Description

and disease prevention information to Tuvaluans about the food and nutrition component of these diseases.

4.2. Participate in other outreach clinics (e.g. deworming, child nutrition surveys, etc).

4.3. Conduct school visits to audit food quality and safety standards and assist schools to design and implement meal plans.

5.1. Work with other members of the public health team to ensure the availability and distribution of a range of Information, Education and Communication (IECs) materials for: safe food preparation, good nutrition, breastfeeding, NCDs etc.

5.2. Maintain accurate food and nutrition records including coordinating the regular (monthly, quarterly, annually) collection, collation, analysis and reporting against the relevant key performance indicators (global (SDGs), regional and local (as per current Health Reform Plan and TK).

6.1. Perform other responsibilities pertaining to the Ministry of Health/Te Kakeega (TK) III: Strategy for Sustainable Development.

6.2. Fulfill other responsibilities and duties relevant to the role as determined by the Chief Public Health and/or Director of Health.

MANDATORY REQUIREMENTS:

- Bachelor in Dietetics, Public Health, Nutrition or a similar qualification
- At least five years working experience in a similar role

DESIRABLE REQUIREMENTS:

- Very good written and oral communication skills (Tuvaluan and English)
- Ability to function effectively in a multidisciplinary team
- Ability to engage with a range of stakeholders
- Excellent time management and organization skills
- High-level of attention to detail in all activities
- Possesses strong leadership qualities
- Ability to maintain discretion and confidentiality at all times
- Excellent computer literacy skills (including Word, Excel, Point, Outlook and the Internet (for research purposes)).