

Job Description

Job Title: Nutritionist	Service Area: Early Start Group Ltd - Nutrition	
Directorate:	Post Number:	Evaluation Number: JE3814
Grade: SC6 to SO1	Date last updated: April 2019	

EQUALITY AND DIVERSITY

We are committed to and champion equality and diversity in all aspects of employment. All employees are expected to understand and promote our Equality and Diversity Policy in the course of their work.

PROTECTING OUR STAFF AND SERVICES

Adherence to Health and Safety requirements and proper risk management is required from all employees in so far as is relevant to their role. All employees are expected to understand and promote good Health and Safety practices and manage risks appropriately.

Core Purpose of Job

1. To improve outcomes for young children and their families, with a particular focus on the most disadvantaged families, in order to reduce inequalities in:
 - Child Development and School Readiness
 - Parenting Aspirations, Self esteem and Parenting Skills
 - Child and Family Health and Life Chances.

Job Context

1. The post holder is accountable to the BSiL Programme Director and Senior Nutritionist.
2. The post holder may mentor volunteers supporting the delivery of key services or projects but has no line management or budget responsibility.
3. The post holder will be required to work evenings, weekends and occasional public holidays, in order to meet the needs of the community.
4. The post holder will be required to carry out work at different venues across the Community Neighbourhood Areas.

Key Tasks and Accountabilities:

Key tasks and accountabilities are intended to be a guide to the range and level of work expected of the post holder. This is not an exhaustive list of all tasks that may fall to the post holder and employees will be expected to carry out such other reasonable duties which may be required from time to time.

1. As part of the team, deliver and evaluate high quality services and activities for children and families linked to the core purpose.
2. To assist in planning and delivery of services, training events and activities to the agreed standards and frameworks.
3. To deliver or co-deliver evidence based Nutrition training sessions, quality assurance and support in line with the overall Nutrition Programme and or Project Plans.
4. To develop the service offer, in co-production, with members of the Nutrition team.
5. Link with Community Neighbourhood providers and other locality based teams, as appropriate, to provide a joined up approach to promote the best possible nutrition, health and lifestyle outcomes for children and families.
6. To attend and participate in regular supervision, appraisal and team meetings as directed by senior staff/line manager.
7. To be fully aware of Safeguarding / Child Protection issues when working with BSiL practitioners, children and families, and be able to implement Safeguarding / Child Protections procedures effectively.
8. To record outcomes and impact, ensuring the purpose and monitoring requirements of the programme/project are met. This will include report writing.
9. To work on designated Nutrition / Healthy Lifestyle Project, in line with your skill-set and grade, and towards agreed targets set with your manager.
10. Work with the BSiL Nutrition Programme Director to determine the needs/priorities for the service to ensure effective services are developed and maintained in children's centres, and across nursery and school settings.
11. Assist in the development and delivery of projects that generate additional income for the Early Start business.
12. Work with a range of providers to support holistic assessment and intervention services for children and families; relevant to family nutrition and healthy lifestyle's. Enabling a range of BSiL practitioners to deliver health promotion and / or Early Start's certified range of nutrition services, to a high standard.
13. To assist in the development of evidence based and locally relevant nutritional educational materials in collaboration with other members of the BSiL Nutrition Team.
14. To support the senior nutritionist in the analysis and development of our social media campaigns across a range of networks.
15. To provide training on paediatric nutrition and obesity intervention, physical activity to BSiL practitioners and other identified practitioners.
16. To be responsible for the organisation of venue space, and promotion of assigned or project work as agreed with the line manager.

17. Organise age appropriate equipment and resources for on-site activities, training events and services and ensure that risk assessments are completed routinely and keep up to date/reviewed.
18. Support BSiL Train the Trainer staff to engage with children and families in a way that builds on their strengths and enhances and develops their ability to support themselves.
19. Implement the agreed quality assurance system across all services; ensure sessions are planned, delivered and evaluated in line with the specified framework. Working with the BSiL Nutrition Programme Manager and BSiL providers to set standards, monitor and improve the quality of services.
20. To be responsible for the collation and monitoring of relevant data to track performance.
21. Ensure all casework is recorded and managed on the required paper/electronic systems including chronology of events, action plans and reviews with staff. Ensure that the work is of a good quality through audit and observations of practise. Ensure that the impact of this work and engagement with families is reported on.
22. To promote an ethos of team working and a culture of service delivery that is evidence based and outcomes focused; promoting service users' personal and economic resilience.
23. Improve service delivery through personal development and by contributing to the self evaluation of the programme and programme/project delivery/development plans.
24. To attend and contribute to supervision, group discussions and appraisal sessions with the line manager and ensure that they are informed of any circumstances requiring management oversight including issues around safeguarding.
25. To keep up to date and comply with corporate policies and procedures in managing staff, including safeguarding, health and safety and risk assessments.
26. To undertake any other duties that are in line with the purpose and grade of the post as may be required from time to time.

Personal Specification

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IMPORTANT INFORMATION FOR APPLICANTS		
<p>The criteria listed in this Person Specification are all essential to the job. Where the Method of Assessment is stated to be the Application Form, your application needs to demonstrate clearly and concisely how you meet each of the criteria, even if other methods of assessment are also shown. If you do not address these criteria fully, or if we do not consider that you meet them, you will not be shortlisted. Please give specific examples wherever possible.</p>		
CRITERIA		
KNOWLEDGE: <ul style="list-style-type: none"> • Knowledge of relevant legislation pertaining to children and families and Early Years service delivery • Knowledge of Early Years Nutrition, local/national guidance and best practice frameworks • Knowledge of Early Help agenda and Healthy Schools programmes/projects • Knowledge of participation and involvement of parents in service delivery and evaluation 	Application Form/Interview	Application Form/Interview
QUALIFICATIONS <ul style="list-style-type: none"> • BSc Nutrition or relevant postgraduate qualification with Association for Nutrition registration 	Application Form/Interview	Application Form/Interview
OTHER SPECIAL REQUIREMENTS <ul style="list-style-type: none"> • This post is subject to a DBS enhanced disclosure. 	Satisfactory clearance at conditional offer stage	

<p>EXPERIENCE</p> <ul style="list-style-type: none"> • Experience of delivering nutrition advice in community setting • Experience of building positive outcomes focused relationships with children and families • Experience of delivering outreach in a number of different setting and to a diverse community • Experience of delivering advice, support and training that builds resilience and independence in families • Experience of developing nutrition resources and material for multicultural communities 	<p>Application Form/Interview</p> <p>Application Form/Interview</p> <p>Application Form/Interview</p> <p>Application Form/Interview</p> <p>Application Form/Interview</p>
<p>SKILLS AND ABILITIES:</p> <ul style="list-style-type: none"> • Ability to research and interpret literature and apply to own practice to ensure best practice and a high standard of service delivery. • Confident in dealing with clients and health professionals, in groups/training and day to day duties • Ability to engage families to participate in services • Effective communication skills using a range of mediums and ability to relate to a variety of audiences • IT literate with ability to produce reports showing reach, engagement and analysis of impact • Excellent time management skills • Able to organise workload and prioritise • Enthusiasm to motivate people and get them involved • Clear understanding of line management reporting and ability to work in partnership with multiple agencies • Ability to present complex information to large groups presentations to Health Visiting and school nursing staff and other health care professionals as well as clients 	<p>Application Form/Interview</p> <p>Application Form/Interview</p> <p>Application Form/Interview</p> <p>Application Form/Interview</p> <p>Application Form/Interview</p> <p>Application Form/Interview</p> <p>Application Form/Interview</p> <p>Application Form/Interview</p> <p>Application Form/Interview</p> <p>Application Form/Interview</p>

PERSONAL STYLE AND BEHAVIOUR	
<ul style="list-style-type: none">• Team player	Application Form/Interview
<ul style="list-style-type: none">• Integrity to offer high quality, value for money services	Application Form/Interview
<ul style="list-style-type: none">• Sensitive and responsive	Application Form/Interview