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## VACANCY POSTING

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<b>Vacancy:</b>	Registered Nurse
<b>Description of Position:</b>	Regular Part time
<b>Number of Vacancies:</b>	2 Positions
<b>Unit:</b>	Diabetic Education
<b>Wage Grid:</b>	\$40.24 - \$57.68
<b>Employee Group:</b>	ONA
<b>Shift Work:</b>	Yes
<b>Weekend Work:</b>	Yes

<b>Date Posted:</b>	March 9, 2026
<b>Closing Date &amp; Time:</b>	March 16, 2026 at 1700 hours
<b>Reference Number:</b>	#26-035 036 RPT RN Diabetic Edu

*Please note: This posting is for an existing vacancy*

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## ROLES AND RESPONSIBILITIES

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### PATIENT SAFETY

Every employee's responsibility is to ensure that the hospital's patient safety goal continues to be the centrepiece of our quality and risk management program and that every patient is treated within a safe environment. To ensure compliance with this goal, each employee must:

- Find, report, and prevent incidents/near misses or adverse effects
- Communicate/report areas of concern immediately to your Manager
- Complete a Near Miss Form or Incident Report to communicate or report incidents or near misses

### SUMMARY OF POSITION:

Reporting to the Clinical Manager, the Clinical Dietician-Diabetic Education provides quality nutritional assessments, care and counseling to the out-patient community. Using a self-management approach, the Diabetes Educator provides group and individual education to adults with prediabetes, type 1 and 2 diabetes, and gestational diabetes. They support them in diet management, insulin initiation, working with insulin pumps and glucose monitoring. They work collaboratively within a multidisciplinary team including community physicians and endocrinologists.

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## NATURE AND SCOPE OF WORK

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### Clinical Assessment & Nutrition Care

- Review patient records, including medical history, lifestyle factors, food intake patterns, and relevant social determinants of health
- Develop and adapt nutrition care plans based on clinical assessment and patient-specific needs
- Prepare consultant reports using the hospital's EMR and document all nutrition instructions and interventions

## **Patient & Family Education**

- Provide evidence-based counselling on nutrition principles, meal planning, food selection, and behaviour change strategies
- Educate patients on the prescribed diet and ensure comprehension and adherence
- Teach self-monitoring of blood glucose and support accurate interpretation of results
- Provide education on safe insulin administration, titration principles and day-to-day management
- Select appropriate educational materials tailored to cognitive ability, literacy level, and learning style
- Support sustainable lifestyle and dietary changes

## **Diabetes Program Support & Follow-Up**

- Arrange follow-up appointments to support as needed
- Provide information on services available in the community to support health outcomes
- Provide resources and consultation to allied health staff, physicians, and other hospital personnel
- Participate in planning, developing, conducting, and evaluating educational programs and workshops
- Provide training and supervision to dietetic interns, and other nutrition support personnel

## **Administrative & Operational Tasks**

- Order and maintain teaching materials, supplies, and audiovisual resources
- Perform clinic administrative duties (may be delegated when appropriate), including rescheduling appointments, assembling workshops folders, tracking patient visits, and completing related data entry
- Monitor the efficiency and effectiveness of the outpatient program and address issues such as wait times or workflow inefficiencies

## **Quality Improvement & Professional Development**

- Review and update therapeutic nutrition protocols to ensure alignment with current clinical guidelines
- Stay current on emerging evidence, nutrition therapies, and diabetes management practices, and identify opportunities to integrate new approaches into patient care

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## **QUALIFICATIONS**

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### **Education & Professional Credentials**

- Bachelor's degree in a nutrition/dietetics program and successful completion of an accredited post-graduate dietetic internship
- Registered Dietician (RD) in good standing with the College of Dieticians of Ontario
- Certified Diabetes Educator (CDE) designation, or currently working towards certification

### **Clinical & Diabetes-Specific Competencies**

- Strong knowledge of normal and therapeutic nutrition, including Medical Nutrition Therapy for diabetes
- Experience with insulin initiation and management (asset)
- Knowledge of standards, guidelines, and legislation relevant to clinical nutrition practice
- Proficiency in nutrition assessment, interviewing, and development of individualized care plans

### **Teaching & Facilitation Skills**

- Experience with group facilitation (asset) and principles of adult learning
- Ability to provide clear, effective patient and family education
- Skilled in adapting educational materials to literacy level, cognitive ability, and cultural context

### **Communication & Interpersonal Skills**

- Excellent communication skills (verbal, written, and interpersonal) to interact with patients, families, the public, and interprofessional team members
- Demonstrated sensitivity to the needs of individuals from diverse backgrounds

### **Professional Attributes**

- Strong analytical and problem-solving abilities to assess individual and group needs
- Effective organizational skills and ability to prioritize in a busy outpatient environment
- Demonstrated ability to work independently with limited supervision and exercise sound clinical judgement

- Excellent attendance and appropriate availability to fulfil shift commitment
- Ability to relate well with patients, members of the health care team and the general public
- Responsible for his/her own professional development
- Ensure that patients are treated within a safe environment
- Obtain a satisfactory Police Check (vulnerable sector)

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## ALIGNMENT WITH WDMH COMMITMENT STATEMENT

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The duties and responsibilities of this position include alignment with the Winchester District Memorial Hospital's Commitment Statement. It is the Hospital's mandate to ensure that all employees adhere to the following as a duty of their employment:

### ***Our Commitment***

*We are here to care for our patients with compassion - close to home and with our partners.*

*We pursue excellence in all we do.*

*We are one team. We value respect, accountability, innovation, and learning.*

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## APPLICATION INFORMATION

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Further information is available from **Katie Robertson, Clinical Manager at extension #6326**. Interested employees should apply in writing, by email only indicating their qualifications to Brenda Fancey, Corporate Manager - Recruitment, Compensation and Benefits at [bfancey@wdmh.on.ca](mailto:bfancey@wdmh.on.ca). When applying for any posted vacancy it is mandatory that you provide a thoroughly completed Application for Employment or attach a resume with all of the necessary information to assist in determining whether you meet the requirements of the position as outlined on the posting. Failure to do so will result in your application being screened out of the competition.

**At WDMH, we want you to experience work that is positive and rewarding -- in a safe, supportive, and professional environment. We are driven by Compassionate Excellence and are committed to providing an inclusive and barrier-free work environment. We invite all qualified applicants to explore careers with WDMH.**

Accommodations are available on request for candidates taking part in all aspects of the selection process.