



# Southern Regional Health Authority

## Manchester Health Department



Compassion | Accountability | Respect | Efficiency

5-7 Ward Avenue Mandeville Manchester

Tel: (876) 318-0454 / 876-225-9008

Website: [www.srha.gov.jm](http://www.srha.gov.jm)

The Southern Regional Health Authority (SRHA), a Statutory Body under the Ministry of Health & Wellness responsible for the management and operation of Public Health Services within the Parishes of Clarendon, Manchester and St. Elizabeth, invites applications from suitably qualified persons for the following position at the **MANCHESTER HEALTH DEPARTMENT**:

### **NUTRITIONIST (NPC/ND 2) - VACANT**

(Salary range \$4,359,501 - 5,182,077 per annum and any allowance (s) attached to the post)

#### **Job Summary:**

Under the general direction of the Parish Nutritionist this position plans, organizes, supervises and evaluates nutrition programmes for the parish to ensure achievement of national and regional goals.

#### **Qualifications and Experience:**

- Bachelor of Science Degree in Nutrition/Dietetics and Dietetics & Competency-Based Internship or Master of Science Degree in Nutrition;
- Supervisory/Management Certification;
- Be registered with the Council of Professions Supplementary to Medicine;
- Three (3) years progressive working experience in the field of Public Health Nutrition.

#### **Required Knowledge, Skills and Competencies:**

- Maintains current knowledge of research relating to the practice of Nutrition.
- Ability to set professional standards, motivate staff, maintain satisfactory relationships with staff, the community, and other health workers.
- Excellent Oral and Written Communication skills, to include the use of information, communication & technology.
- Excellent Teamwork & Cooperation Initiative
- Customer Focus & Quality Focus

#### **Key responsibilities to include:**

##### **Management and Administrative**

- Plans and directs the nutritional programme for the assigned area of work.
- Evaluates the nutrition and dietary services for the assigned area of work and recommending policies, standards and programmes to meet needs.
- Provides technical assistance to the staff within the assigned area of work, including developing guidelines, interpreting policies and procedures, reviewing programme plans and reviewing contacts for nutrition services.
- Develops, conducts and elevates in-service programs and participates in study projects.
- Supervises Assistant Nutritionists.
- Maintains relationships with local governments, agencies, colleges and Universities to bring about a greater exchange of ideas, experiences, cooperative assistance and support for programmes.
- Assists Regional Nutritionist in planning, monitoring and collection of data for nutritional studies to be conducted in the region.
- Makes presentations to groups, such as students, school administrators, community, civil associations about nutrition.

- Plans and conducts in-service training activities for personnel.
- Management and Administrative
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#### **Technical**

- Investigates the nutritional problems within the assigned area of work.
- Assists with the preparation of goals and objectives for the Parish Nutrition Programme, and in collaboration with the Regional Nutritionist and Assistant Nutritionists, develop the general strategy to be followed in attaining predetermined objectives;.
- Devise innovative relevant programmes to alleviate the problems.
- Attends and participates in seminars, workshops, meetings on changing trends in nutrition.
- Provides consultative services for public welfare agencies and organizations
- Assists in formulation of nutrition programmes.
- Advises programme administrators on implementation of programmes.

#### **Research**

- Maintains current knowledge of research relating to the practice of Nutrition.
- Participates in nutritional research projects to assess effectiveness of nutrition education and intervention programmes.

#### **Clinical**

- Assesses the nutritional status and needs of individuals and/or groups as required to ensure that targets are met.
- Analyzes and summarize patients nutrition needs
- Formulates nutrition diagnosis
- Documents assessment and care plans in medical records
- Develops patient education material and educate/counsel patients and or significant others.
- Monitors and evaluates nutrition care outcome for individual patient and document in medical records.
- Provides nutrition related expertise to other members of the Health Care Team.

#### **Human Resource Management**

- Directs and coordinates activities of Nutrition staff.
- Monitors and evaluates the performance of staff, prepares performance appraisals and recommends corrective action where necessary to improve performance.
- Determines the human resource requirements, utilization and the training needs for nutrition service within the region.
- Facilitates the training of students of Nutrition & Dietetics either through the didactic training, externship or internship programmes.
- Ensures by liaison with HRD that there are adequate trained staff members to provide coverage in parishes to implement programmes.

- Plans in collaboration with the Parish Nutritionist, programmes in Nutrition for Professional and Allied Health staff in the parish, determining training needs and conducting sessions as required.
- Plans and coordinates effective staff orientation

#### Other

- Performs other related duties as assigned by the Parish Nutritionist.

#### **SPECIAL CONDITIONS ASSOCIATED WITH THE JOB**

- Required to travel extensively in the parish
- Required to represent the parish at regional level.
- Required to meet critical deadlines.
- Exposure to confidential and sensitive information.

Applications along with resume should be sent no later than February 06, 2026 via email to:

The Senior Human Resource Officer  
 Manchester Health Department  
 5-7 Ward Avenue  
 Mandeville, Manchester  
 E-Mail - [manchesterhealthjobs@gmail.com](mailto:manchesterhealthjobs@gmail.com)

**\*\*IMPORTANT NOTE: WE WILL ONLY ACCEPT APPLICATIONS BY EMAIL\*\***

PLEASE INDICATE IN THE 'SUBJECT LINE' THE NAME OF THE POSITION TO WHICH YOU ARE APPLYING\*\*

**NB. ONLY SHORTLISTED APPLICANTS WILL BE ACKNOWLEDGED.**