**Position Title:** FAN-Outpatient Dietitian Assistant

**Description and Purpose of the Unit:** This unit is made up of Clinical Dietitians and Diet Technicians who provide patients with nutrition screening, assessment, care plans and education. Volunteer will assist the dietitian with various projects.

**Age of population served:** Adult (18-64) & Geriatric (65 and above)

*Must be a Junior or Senior in Dietetics.*

**Responsibilities:**
- Develop nutrition education materials, copying, data entry (Excel), online literature searches.

**Qualifications:**
- Students will need good communication and people skills to be able to interact with many different kinds of people in a culturally sensitive manner.
- Must be mature and act in a professional manner that is consistent of the Sparrow I CARE Values.
- Must have computer and Web knowledge.
- Must be able to work well independently with little supervision.
- Must be accurate in the performance of duties.
- Vision, speech and hearing correctable to normal levels.

**Required Responsibilities of the Volunteer:**
- Must be registered with Sparrow’s Volunteer Department.
- Must complete the Sparrow Hospital Orientation, unit training and annual safety training.
- Must adhere to the agreed upon work schedule.
- Maintain proper uniform including wearing the Sparrow ID Badge.
- Must provide proof of a negative TB skin test.
- Annual Flu Vaccine is required if serving between November 1 and March 31.
- Adheres to ICARE values and standards of behavior (Innovation, Compassion, Accountability, Respect, Excellence).
- Role model behaviors that value the diversity of our caregivers, patients, volunteers, and customers and supports creating an environment that is inclusive, welcoming and respectful.
- Communicates with patients, families and customers using AIDET (Acknowledge, Introduce, Duration, Explanation, Thank You).
- Works in a safe manner and promptly reports any hazards identified in the work environment or related to assigned responsibilities.
- Adheres to policies and procedures designed to avoid, prevent and reduce the spread of communicative diseases.
- Demonstrate knowledge and maintains and respects patient right to privacy by following the HIPAA Privacy and Security Policies and procedures.
**Supervision:**
The Registered dietitian provides the day-to-day supervision. Overall responsibility rests with the Director of Volunteer Services.

**Volunteer Times:**
Thursday 1-5pm, one volunteer total

**Physical Requirements:**

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Revised 5/10, 11/14, 7/15, 7/18