

Job Description: Dietitian & Nutritionist



Function:	Schools
Position:	Nutritionist
Job holder:	
Date (in job since):	
Immediate manager (N+1 Job title and name):	
Additional reporting line to:	
Position location:	Mobile - significant travel across the UK

1. Purpose of the Job

- To support the overall strategic growth of the Schools business across the UK and Ireland
- To provide subject matter expertise and advice in terms of diet, nutrition and general health and wellbeing, ensuring a key point of difference from competitors
- To act as a link between Head of Dietetics and Nutrition and the segment, ensuring compliance with Sodexo policy and procedure
- To support the development and growth of the brand, in line with brand guidelines and in collaboration with the operational teams
- As required and with prior approval, provide consultancy to key clients in relation to their nutrition and health and wellbeing concerns
- By supporting across the UK and Ireland, this role will help to advance an understanding of how diet affects the health and wellbeing of young people at the same time ensuring that food standards across the business are of a consistently high standard
- To work with Managers, Chefs and Catering teams within the schools business to ensure that they can perform to the required capability level and can meet and maintain required standards
- To attend client meetings as required
- To support Business Development team -, in the compilation of bids and during the dialogue, presentation and post-award stages
- To represent Independents By Sodexo at industry events and internal events, providing thought leadership, insight and advice.

2. Dimensions

<i>Financial</i>	No direct P&L responsibility Client and Company budgets maintained – to support Operational and Financial team in achieving their targets
<i>Staff</i>	Where appropriate, assist with management and training of team members and provide feedback following each visit
<i>Other</i>	Innovation, flair and creativity Strong communication skills Strong stakeholder management skills – an ability to communicate to diverse demographics, from children of all ages, to senior academics and board level executives.

3. Organisation chart – Indicate schematically the position of the job within the organisation. It is sufficient to indicate one hierarchical level above (including possible functional boss) and, if applicable, one below the position. In the horizontal direction, the other jobs reporting to the same superior should be indicated.

4. Context

- Build and maintain positive client relationships, ensuring clients experience and value the additional support Sodexo can offer.
- Effectively lead the health and wellbeing strategy in collaboration with the operational teams to ensure that an exemplary standard of service is provided at the business.
- Manage resources and promote an ethos of team work and instill a culture of continuous improvement.
- Foster long term profitable relationships with the schools to maintain existing business and identify new business opportunities by delivering operational excellence
- Provide direction and expertise to the operating teams by promoting Sodexo strategies and best business practices in order to uphold the Company mission and values

This job description is intended to give the post holder an appreciation of the role envisaged and the range of duties and responsibilities to be undertaken. It does not attempt to detail every activity. Specific tasks and objectives will be agreed with the post holder at regular intervals. The post holder will be required at all times to perform any other reasonable task, as requested by the Line Manager in order to meet the operational needs of the business.

5. Main assignments

- Design and deliver new approaches to enhance the education of pupils complementing the schools curriculum activities
- Implement innovative solutions to improve the health and wellbeing of children
- Implement nutritional initiatives aligned to the wider public health agenda
- Support client/pupil workshops and wellbeing workshops
- Design and deliver food tasting, demonstrations and assembly talks
- Structure, support and actively participate in pupil feedback sessions in particular boarding houses where appropriate
- Support and operate information stands and pop-ups at school events deemed appropriate, to include: open days, parent evenings, sports events, key school calendar activities
- Work alongside sport departments to develop team and individual nutritional programmes
- Compliance in all food safety and H&S legislation and company policies
- Building of client and key stakeholder relationships
- Keep up with the latest nutritional science research
- Presentations – external and internal, as required
- Provide advice and knowledge to parents and to the wider school community in particular areas such as special dietary requirements, allergen and health related topics

6. Accountabilities

- Coordinate and direct all activities within Sodexo schools in regard to Health and Wellbeing in line with the agreed business strategy as defined by the Senior management team.
- Manage and control the services to the agreed specification and to the agreed performance, qualitative and financial targets
- Nurture client relationships in order to develop them for long term partnerships
- Ensure that client expectations around the health and wellbeing of our offer are consistently met
- Support in the coaching and training of all employees within the business
- Support the sales process
- Identify opportunities for organic growth and new business.
- Comply with all Sodexo policies and procedures, particularly in regard to Health and Safety, Food safety and the Safeguarding of children .

7. Person Specification

Mandatory

Bachelor's degree (or equivalent) in dietetics, foods and nutrition, clinical nutrition or a related area such as nutrition and sports science

Essential

- Excellent verbal and written communication skills
- Keen interest in the impact of diet on health
- Communication skills, including the ability to explain complex things simply
- Able to motivate others

- Ability to achieve and set standards and operate to performance criteria
- Positive approach to learning in role and identifying own training needs as appropriate
- Self-motivated
- Sense of own initiative
- Ability to work effectively as part of a team
- Flexible approach to role and adaptable to different environments and situations
- Good interpersonal skills and ability to communicate effectively with customers, clients, and staff
- Good time management and organisational skills
- Ability to work well under pressure
- Proven experience in the education sector of contract catering
- A passion for keeping up to date with research
- Excellent presentation and IT skills
- Willing to undergo the necessary safer recruitment clearances including Enhanced DBS with child barring check in order to work in the school environment.

8. Competencies – Indicate which of the Sodexo core competencies and any professional competencies that the role requires

<ul style="list-style-type: none"> ■ Growth, Client & Customer Satisfaction / Quality of Services provided 	<ul style="list-style-type: none"> ■ Good Leadership & People Management
<ul style="list-style-type: none"> ■ Rigorous management of results 	<ul style="list-style-type: none"> ■ Innovation and Change
<ul style="list-style-type: none"> ■ Confident in their own abilities 	<ul style="list-style-type: none"> ■ Food trend awareness
<ul style="list-style-type: none"> ■ Commercial Awareness 	<ul style="list-style-type: none"> ■ Team player
<ul style="list-style-type: none"> ■ Employee Engagement 	<ul style="list-style-type: none"> Attention to detail
<ul style="list-style-type: none"> ■ Learning & Development 	<ul style="list-style-type: none"> Motivational skills

9. Management Approval – To be completed by document owner

Version	1	Date	01/04/2019
Document Owner	R Hayward		

10. Employee Approval – To be completed by employee

Employee Name		Date	