

**CONFEDERATED SALISH AND KOOTENAI TRIBES  
OF THE FLATHEAD NATION  
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**\*\*\*\*V A C A N C Y   A N N O U N C E M E N T\*\*\*\***

**TITLE:** Public Health Registered Dietitian (1 or more positions)

**LOCATION:** Tribal Health Department – Location negotiable

**SALARY:** \$27.08 to \$31.13 per hour, plus benefits  
May be employed under contract

**CLOSING DATE:** Thursday, January 16, 2025 at 5:30 p.m. MST

**SPECIAL CONDITIONS:**

This is a Testing Designated Position (TDP) within the definition of the CSKT Drug Testing policy. **The successful applicant, if not already employed by the Tribes must pass a pre-hire drug test and serve a mandatory six (6) month probationary period.**

The Public Health Registered Dietitian (PHRD) works collaboratively with both the medical and care coordination teams, and the public health teams to assess, plan, develop, implement, and evaluate the provision of nutrition services for Tribal Health patients. Time is split between individual patient/family nutrition services and community/population-based services.

The Public Health Registered Dietitian consults the patient/family's medical care team and care coordination team when assessing and developing nutritional plans and interventions appropriate for acute and chronic health problems. In particular, the PHRD focuses on assisting patients/families in obtaining and preparing healthy foods for disease prevention and health promotion. The PHRD guides the patient/family in setting nutritional goals and provides education and support to help them achieve these goals.

Provides consultation for other healthcare professionals such as diabetes educators, pharmacists, WIC, and fitness specialists.

Develops, implements, participates in, and evaluates nutrition and food safety education programs and public health initiatives including group and individual classes, social media, and community events.

Develops and implements nutrition education programs for populations across the lifespan, using a variety of teaching styles and platforms. Focus areas include but are not limited to: self-management, nutrition literacy, shopping and preparing meals on a limited budget/commodities, disease processes in relation to nutrition, and learning to cook for individuals and families.

Provides community education and prevention services, which involves mobilizing community and cultural resources for health promotion and disease prevention.

Identifies and establishes working relationships with tribal, local, and state nutrition focused programs including local USDA Commodities office, WIC program, SNAP program, and other appropriate nutrition information systems.

Establishes relationships with local and tribal growers and farmers, improving patient access to locally grown, healthy foods.

Establishes relationships and participates in work-groups/coalitions with tribal programs, colleges/universities, non-profits organizations, etc. (i.e. food sovereignty)

Develops a library of suitable nutrition education materials for the use of health professionals, paraprofessionals, and Tribal Health patients.

**MINIMUM RECRUITING QUALIFICATIONS AS REFLECTED ON TRIBAL EMPLOYMENT APPLICATION:**

- Must be certified as a registered dietitian with the Commission on Dietetic Registration (CDR).
- A bachelor's degree in nutrition and dietetics, with 3 years of experience in community health. Or
- A master's degree in nutrition and dietetics, with 1 year of experience in community health.
- Valid Driver's License.

**DESIRABLE QUALIFICATIONS (AS DETERMINED BY THE INTERVIEW):**

- Request a copy of position description for full details.

**SUBMIT:**

1. Completed Tribal employment application.
2. Copies of relevant degree/academic transcripts, training certificates, and licensure.
3. Copy of a current valid driver's license.
4. Proof of enrollment in a federally recognized Tribe if other than CSKT.
5. If claiming veteran's preference, a copy of the DD214 must be submitted.

**FAILURE TO SUBMIT ALL OF THE ABOVE INFORMATION WILL RESULT IN IMMEDIATE DISQUALIFICATION DURING THE SCREENING PROCESS**

**SUBMIT ALL OF THE ABOVE TO:** Personnel Office, PO Box 278, Pablo MT 59855, telephone (406) 675-2700 Ext. #1040 or [personnel@cskt.org](mailto:personnel@cskt.org)

**FOR MORE INFORMATION:**

Contact Chelsea Kleinmeyer at 406-675-2700 ext. 7362