

Nutrition Informatics DPG Job Description

POSITION TITLE: House of Delegates Delegate

TYPE: Elected, Non-voting

TERM: Three-year term (eligible to serve a back to back term)

BRIEF DESCRIPTION OF POSITION: The DPG Delegate position is position elected by the NI DPG membership. The DPG Delegate serves for a three-year period with a term limit of two consecutive terms (total service of 6 years). The DPG Delegate will be offered the opportunity to be on the ballot to be re-elected for the second term.

QUALIFICATIONS:

1. The House of Delegates Delegate must be a member of the Academy of Nutrition and Dietetics.
2. The House of Delegates Delegate must be a member of the Nutrition Informatics Dietetic Practice Group (NI DPG) and have at least three years involvement with NI DPG, preferably having served as a chair of a committee.

SPECIAL SKILLS: Demonstrated ability to work and communicate with one's peers and colleagues; demonstrated leadership in an area of practice and professional issues of the association; demonstrated ability to represent members' issues; expertise in nutrition informatics.

FUNCTIONS/TASKS:

1. Serves as a member of the House of Delegates.
2. Participates in HOD activities to identify and prioritize trends in the profession.
3. Participates in HOD and BOD committees and task forces as assigned.
4. Performs functions, as needed, to assist in facilitating the work of the House.
5. Networks and reflects issues of the area of practice represented, nutrition informatics.
6. Serves as a technical expert on nutrition informatics.
7. Identify and propose to the HOD initiatives in nutrition informatics.
8. Performs other duties as may be assigned by the Speaker.
9. Encourages and promotes diversity and inclusivity.
10. Updates information relevant to position of HOD DPG Delegate on the Nutrition Informatics website

ESTIMATION OF TIME COMMITMENT: Averages 3 hours per month with more time in September and May. In addition, the DPG Delegate is required to: a) attend 1 face-to-face meeting per year (in advance of FNCE®) which involves 2 ½ days plus travel, b) participate in 1 virtual meeting conducted in spring, c) participate in New Delegate Orientation sessions to understand the role and functions of a delegate and HOD (webinars and one in person meeting at FNCE®).