



EMPLOYMENT SUMMARY

Position Title: Dietitian Health Coach
Location: Milwaukee
Reports to: Director, Wellness
FLSA Status: Exempt
Date Prepared: 11/10/2021

OUR FOUNDATION

America has developed an unhealthy relationship with food. We over-medicate instead of eating healthy and the growth of chronic disease is out of control. Today, 70% of U.S. deaths and 85% of U.S. health expenditures are a result of chronic disease. This must change if we are to thrive as a society.

The Dohmen Company has touched nearly every aspect of the healthcare supply system over our 160+ years of business. It was clear to us that a new type of organization was needed to help drive equitable change. So, in 2018 we exited the pharmaceutical industry and in 2019 we became the first organization in the nation to transition from a for-profit S-Corp to a not-for-profit philanthropic enterprise.

Through our new foundation we are developing the first ever food benefit to help America regain a healthy relationship with food. This will make clean eating easier, more enjoyable and – frankly – more delicious. And, while the “what” of our business has changed, our core values have and will always remain the same. You can think of this as our commitment to the market, our employees and partners:

- **Caring**: We’re empathetic and respectful.
- **Committed**: We’re dedicated and persistent.
- **Creative**: We’re inventive and imaginative.
- **Collaborative**: We’re cooperative and share our knowledge.
- **Courageous**: We’re willing to risk failure over inaction.

Our values represent the spirit of our company. They keep us grounded as we work to find the future. They define who we are, how we act and how we do business. And as a foundation owned organization focused on achieving a social return on investment (SROI), they are the essence of what makes us unique and successful.

THE POSITION:

The position will work as a resource to guide and support a healthy lifestyle, centered around Dohmen’s food philosophy. Promote wellness, help individuals embrace plant-forward eating, and help individuals realize their optimal well-being. Strong desires to coach, motivate, and support program participants. Use dietetics background to support participants as their coach and to provide input to overall program design and features.

POSITION SUCCESS FACTORS:

1. Engagement of assigned participants with program elements
2. Adherence of assigned participants to program requirements
3. Improved health outcomes of assigned participants

ESSENTIAL FUNCTIONS:

- Serve as a personal health coach to participants who are in various programs, and who are at varying stages with their lifestyle journey.
- Work with the complete health coaching and wellness team to seek continuous improvement in program offerings and levels of service.
- Lead various types of nutrition group classes.
- Collaborate with health/wellness and food operations team to maximize food philosophy and resulting products.

KEY RESPONSIBILITIES:

- Perform weekly wellness coaching to help improve health, quality of life and decrease risk factors.
- Guide participants in setting, achieving, and tracking SMART goals.
- Perform onsite biometric screenings, including finger sticks, blood pressure, body composition, etc.
- Evaluate and document participant progress, keep records and statistics.
- Adhere rigorously to program defined coaching protocols and procedures.
- Provides support, accountability, and guidance to coaching participants.
- Use biometric values and motivational interviewing to move participants toward improved health outcomes.
- Participate in internal team feedback to strengthen the program, yourself, and other team members.
- Facilitate educational seminars and workshops on various health/wellness/fitness topics.
- Strict adherence to HIPAA guidelines.
- Meet periodically with food operations and/or other teams to evolve nutritional guidelines.
- Complete periodic tasks to ensure internal adherence to nutritional guidelines.

EXPECTED BEHAVIOR:

- Represent Dohmen Company Foundation's vision, values and capability with passion and integrity
- Develop a strong rapport, partnership, and trust with program participants.
- Exhibits an upbeat attitude, a genuine interest in others that energizes others and heightens morale.
- Provide empathetic and nonjudgmental support to participants.
- Demonstrate a passion for the importance of healthy food as part of consumer lifestyles

PERSONAL SKILLS/ATTRIBUTES:

- Master's Degree in a nutrition field is required.
- Must be a Registered Dietitian.
- Registration with the Commission of Dietetics Registration is required. Registry-eligible acceptable with registration required within 90 days of hire.
- Certification as Dietitian with the State of Wisconsin within 6 months of hire.
- Valid driver's license with a safe driving record
- 1+ year coaching experience in areas such as: nutrition, weight mgmt., or health lifestyle behavior change.
- Strong desires to coach, motivate, and support program participants.



- Experience or knowledge of management of chronic health conditions, especially as it relates to Diabetes, Cardiovascular Disease, Obesity, Hypertension and Maternal Health.
- Passionate about making a positive change in the lives of others.
- Experience in motivational interviewing and active listening
- Excellent written and oral communication skills
- A plus if:
 - Certified as a diabetes educator.
 - Experience conducting seminars on a variety of nutrition topics.
 - Bilingual
 - Health coaching certification CHES (Certified Health Education Specialist)

WORKING CONDITIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Schedule is Monday-Friday, standard business hours, but will require flexibility to work two evenings per week until 7 pm and one Saturday per month from 8am-1pm. On occasion, must be able to travel to client sites within Southeastern Wisconsin.

This position requires full vaccination against COVID-19.

The above statements describe the general nature and level of work only. They are not an exhaustive list of all required responsibilities, duties, and skills. Other duties may be added, or this summary amended at any time.

Employee Name – Print

Manager Name – Print

Signature

Date

Signature

Date