



Title: 2 Dietary Hostess/Host Positions

Position Summary:

Promotes meal assistance to all patients on a daily basis (includes meal selection, service and retrieval). Accurately serves food and beverages to patients in accordance with the patient's diet prescription. Verbally communicates patient concerns to the Clinical Dietitian i.e. education needs, inadequate meal consumption, etc.

Responsibilities:

- Assists patients with making appropriate daily menu selections.
- Prepares, assembles and delivers patient meal trays and snacks.
- Calculates modified diets/fluid restrictions, calories, etc. for meals only.
- Writes in alternate selection on meal ticket.
- Stocks the pantries on the nursing units with patient food.
- Performs assorted kitchen duties including sanitation, set-up and completing temperature logs.
- Perform other duties as required.

Education:

- Grade school education required.
- High school diploma or GED preferred.

Requirements:

- The ability to work productively and effectively in a fast paced, stressful, demanding, and/or ambiguous work environment.
- Able to successfully complete Hostess training and to achieve passing score on all competency tests.
- The ability and willingness to provide excellent service to patients and clients (the customers).
- The ability to develop and maintain professional, trusting, positive working relationships with patients, supervisors, nursing and ancillary staff, and managers.
- On-the-job training.

Experience:

- Minimum one (1) year of related experience preferred.

Knowledge and Skills:

- Ability to communicate effectively in English, both verbally and in writing.
- Ability to interact with the public essential.

Physical Requirements:

- Involves standing, walking, sitting, talking, hearing and bending.
- May include some repetitive motions.
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the position without compromising patient care.