

## HEAD OF NUTRITION

<b>Unit</b>	Sports Science	<b>Area</b>	Nutrition
<b>Agency</b>	The NSW Institute of Sport	<b>Classification</b>	Grade 4, Level 1
<b>ANZSCO code</b>	263232	<b>PCAT code</b>	339191
<b>Reports to</b>	Manager, Sports Science	<b>Date of approval</b>	15 January 2025

### ORGANISATIONAL OVERVIEW

The NSW Institute of Sport [NSWIS] is a high-performance sporting organisation that supports Australian athletes to become world's best. We reach all regions of NSW with an Olympic and Paralympic training facility based at Sydney Olympic Park and high-performance hubs across NSW that provide world class daily training environments for our athletes and coaches. Our experts work in collaboration with partners within the national sporting system to create and deliver high performance support services and environments to prepare athletes and coaches for international competition.

### ROLE PURPOSE

The Head of Nutrition is accountable for establishing and maintaining world class technical expertise and service delivery, identifying, and contributing to innovation/research projects, integrating emerging technology and systems, and influencing system-wide knowledge growth.

The role will manage the technical delivery of dietetics support across NSWIS sport programs, ensuring relevance and alignment with national partner priorities. Part of this leadership role will involve the delivery of dietetics support to athletes and coaches in allocated sports program(s).

### KEY PERFORMANCE AREAS

- As part of the sport science leadership team, provide strategic leadership, critical review, advice and direction to staff to achieve unit and business objectives. Emphasising the development of dietetics delivery models that optimise international performance outcomes and athlete health and availability in line with national priorities.
- In conjunction with the Manager Sport Science, develop and implement frameworks, policies and guidelines, that deliver sport outcomes for NSWIS aligned with international best practice. Including the critically review of the quality of dietetics services, reporting on relevant strategies and issues to senior management to ensure that NSWIS has a competitive advantage on the international stage.
- Work with the Manager Sport Science to identify and develop research and innovation priorities to increase dietetics pedagogical intelligence, dietetics science and capability of support delivery, and the development of staff to optimise athlete performance and health.
- Collaborate with the Medical/Performance Health team, to ensure the development and delivery of a world class performance supplements and vitamins program that is Sport Integrity Australia and WADA compliant.
- As a member of a performance team, work collaboratively with coaches to analyse the needs of the athlete and sport and set appropriate performance goals. Then develop, implement, monitor, and review plans that ensure dietetics support services are fully integrated with the performance team.
- Lead workshops and seminars, as required, using the latest research and case studies which are designed to inform and educate athletes, coaches, sport science staff, strategic partners and students, in dietetics support and service development.
- Develop and provide leadership to NSWIS and the NIN/NSO networks of quality assured sport dietitians to

coordinate, consult and deliver a range of services and projects that positively impacts on the identified strategic priorities of NSWIS and NSO high performance plans.

- In collaboration with the high-performance managers, coaches and sport partners, drive the review of dietetics support effectiveness relative to athlete progress and performance in key athlete development areas.
- Proactively drive, develop and implement NSWIS Performance Management and professional development processes with all direct reports that is aligned with the organisations requirements.
- Oversee the management of deliverables to strategic partners and the maintenance, calibration and quality control of all dietetics facilities, equipment and hardware/software in accordance with industry standards.

## KEY CHALLENGES

- Capability to establish professional relationships across discipline areas and broad geographical locations to negotiate effectively through competing and conflicting priorities, to influence them to adopt new ways of working, and change behaviours to provide a performance impact, during the various stages of athlete development across a range of targeted sports, training and competition environments.
- Ensure the quality of dietetics support and expertise delivered to sport partners meets best practice standards.
- Influence coaches, the performance team, and sport partners to engage in strategic planning of the use of dietetics services to identify where nutrition interventions and modifications will have the greatest performance impact.
- Support senior management to implement cultural change and organisational strategy while adapting ways of working to include 'cross discipline' delivery of services requiring liaison with discipline expertise in a fast paced, complex multi-sport and multi-discipline high performance environment.

## KEY RELATIONSHIPS

Who	Why
Manager Sport Science	To support delivery of NSWIS Nutrition Services
Athletes	To support individual athlete performance planning and implementation
Coaches and Performance Team	To support the delivery of a high-performance sport program
Sport Science unit	To support an integrated performance approach and collaboratively prepare 'World's Best' athletes
NSWIS staff & managers	To connect individual, team and program performance delivery of national and NSWIS daily training environments
NSWIS partners	To enhance collaboration within the national system

## ROLE DIMENSIONS

Budget	Nil
Authority/approval level	\$10k
Reporting role	Senior Sports Dietitians Sports Dietitians Graduate Assistant HDR Students

## KEY EXPERIENCE AND KNOWLEDGE






Experience	Knowledge
<ul style="list-style-type: none"> <li>▪ Extensive experience (6+ years) in the provision and application of sports nutrition services and proven experience interacting with high performance coaches and athletes.</li> <li>▪ Extensive experience (2+ years) in staff management and leadership including the development of personal professional development plans</li> <li>▪ Demonstrated success in leadership roles within sport performance teams</li> <li>▪ Demonstrated record of providing leadership and coordination to achieve high personal and team performance, and meet organisational and strategic objectives</li> <li>▪ Extensive experience in working in a performance environment encompassing project and research work</li> <li>▪ Demonstrated technical expertise in the maintenance, technical operation and related procedures/protocols of Nutrition equipment and facilities.</li> <li>▪ Demonstrated experience in leading delivery of quality advice and reporting on relevant issues to senior management</li> </ul>	<ul style="list-style-type: none"> <li>▪ High level of understanding of supplement policies (ASADA/WADA)</li> <li>▪ Demonstrated ability to modify and develop programs according to the results of a needs analysis including athlete assessment, hydration testing, body composition profile and injury history, in conjunction with the technical coaches and other performance support staff</li> <li>▪ Highly competent to apply the principals of long-term athletic development within context of system and pathway, as well as programming and planning</li> <li>▪ Demonstrated ability to take a leadership role within a sport performance team and manage all aspects of the performance nutrition environment of athletes</li> <li>▪ Highly developed communication skills (including interpersonal, negotiation, influencing and representation) and a proven ability to build and maintain effective relationships both internally and externally with a diverse range of stakeholders.</li> <li>▪ Intermediate/Advanced knowledge of MS Office and other sports specific computer programs (VCP &amp; SmartaBase desirable)</li> </ul>

## ESSENTIAL REQUIREMENTS

Essential	Desirable
<ul style="list-style-type: none"> <li>▪ Undergraduate degree in Nutrition/Dietetics from a DAA accredited course</li> <li>▪ Master's degree in nutrition/Dietetics from a DAA accredited course</li> <li>▪ Accredited Practicing Dietitian (APD)</li> <li>▪ Accredited Sports Dietitian and Member of Sports Dietitian Australia (AccSD)</li> <li>▪ Current First Aid and CPR certificate</li> <li>▪ Sport Integrity Australia (SIA) Anti-Doping Fundamentals and Annual Update</li> <li>▪ Working with Children Check</li> <li>▪ Valid driver's licence</li> </ul>	<ul style="list-style-type: none"> <li>▪ PhD in Nutrition/Dietetics or related field</li> <li>▪ ESSA Level 1</li> <li>▪ 2+ years demonstrated experience in the supervision of staff.</li> <li>▪ SIA (PBTR) Child Protection and Safeguarding</li> </ul>

## CAPABILITY SUMMARY

The [NSW Public Sector Capability Framework](#) is a foundational tool that supports the public sector to attract, recruit, develop and retain a responsive and capable workforce. Below are the capabilities and level required to successfully perform this role. The capabilities in **bold** are the focus capabilities for this role. Refer to the next section for further information about the focus capabilities.

Capability Group	Capability Name	Level
 Personal Attributes	Display Resilience and Courage	Intermediate
	Act with Integrity	Intermediate
	<b>Manage Self</b>	<b>Adept</b>
	Value Diversity	Intermediate
 Relationships	<b>Communicate Effectively</b>	<b>Adept</b>
	Commit to Customer Service	Intermediate
	<b>Work Collaboratively</b>	<b>Adept</b>
	<b>Influence and Negotiate</b>	<b>Adept</b>
 Results	<b>Deliver Results</b>	<b>Adept</b>
	Plan and Prioritise	Intermediate
	<b>Think and Solve Problems</b>	<b>Adept</b>
	Demonstrate Accountability	Intermediate
 Business Enablers	Finance	Foundational
	Technology	Intermediate
	Procurement and Contract Management	Foundational
	Project Management	Intermediate
 People Management	<b>Manage and Develop People</b>	<b>Advanced</b>
	<b>Inspire Direction and Purpose</b>	<b>Adept</b>
	Optimise Business Outcomes	Intermediate
	Manage Reform and Change	Intermediate

## FOCUS CAPABILITIES

The focus capabilities are the capabilities in which occupants must demonstrate immediate competence. The behavioural indicators provide examples of the types of behaviours expected at that level. Focus capabilities are aligned with the role's key performance areas.

Group and Capability	Level	Behavioural Indicators
<b>Personal Attributes</b> Manage self	Adept	<ul style="list-style-type: none"> <li>■ Keep up to date with relevant contemporary knowledge and practices</li> <li>■ Look for and take advantage of opportunities to learn new skills and develop strengths</li> <li>■ Show commitment to achieving challenging goals</li> <li>■ Examine and reflect on own performance Seek and respond positively to constructive feedback and guidance</li> <li>■ Demonstrate and maintain a high level of personal motivation</li> </ul>
<b>Relationships</b> Communicate effectively	Adept	<ul style="list-style-type: none"> <li>■ Tailor communication to diverse audiences</li> <li>■ Clearly explain complex concepts and arguments to individuals and groups</li> <li>■ Create opportunities for others to be heard, listen attentively, and encourage them to express their views</li> <li>■ Share information across teams and units to enable informed decision making</li> <li>■ Write fluently in plain English and in a range of styles and formats</li> </ul>

Group and Capability	Level	Behavioural Indicators
		<ul style="list-style-type: none"> <li>Use contemporary communication channels to share information, engage and interact with diverse audiences</li> </ul>
<b>Relationships</b> Work collaboratively	Adept	<ul style="list-style-type: none"> <li>Encourage a culture that recognises the value of collaboration</li> <li>Build cooperation and overcome barriers to information sharing and communication across teams and units</li> <li>Share lessons learned across teams and units</li> <li>Identify opportunities to leverage the strengths of others to solve issues and develop better processes and approaches to work</li> <li>Actively use collaboration tools, including digital technologies, to engage diverse audiences in solving problems and improving services</li> </ul>
<b>Relationships</b> Influence & negotiate	Adept	<ul style="list-style-type: none"> <li>Negotiate from an informed and credible position</li> <li>Lead and facilitate productive discussions with staff and stakeholders</li> <li>Encourage others to talk, share and debate ideas to achieve a consensus</li> <li>Recognise diverse perspectives and the need for compromise in negotiating mutually agreed outcomes</li> <li>Influence others with a fair and considered approach and sound arguments</li> <li>Show sensitivity and understanding in resolving conflicts and differences</li> <li>Manage challenging relationships with internal and external stakeholders</li> <li>Anticipate and minimise conflict</li> </ul>
<b>Results</b> Deliver results	Adept	<ul style="list-style-type: none"> <li>Use own and others' expertise to achieve outcomes, and take responsibility for delivering intended outcomes</li> <li>Make sure staff understand expected goals and acknowledge staff success in achieving these</li> <li>Identify resource needs and ensure goals are achieved within set budgets and deadlines</li> <li>Use business data to evaluate outcomes and inform continuous improvement</li> <li>Identify priorities that need to change and ensure the allocation of resources meets new business needs</li> <li>Ensure that the financial implications of changed priorities are explicit and budgeted for</li> </ul>
<b>Results</b> Think & solve problems	Adept	<ul style="list-style-type: none"> <li>Research and apply critical thinking techniques in analysing information, identify interrelationships and make recommendations based on relevant evidence</li> <li>Anticipate, identify, and address issues and potential problems that may have an impact on organisational objectives and the user experience</li> <li>Apply creative-thinking techniques to generate new ideas and options to address issues and improve the user experience</li> <li>Seek contributions and ideas from people with diverse backgrounds and experience</li> <li>Participate in and contribute to team or unit initiatives to resolve common issues or barriers to effectiveness</li> <li>Identify and share business process improvements to enhance effectiveness</li> </ul>
<b>People management</b> Manage & develop people	Advanced	<ul style="list-style-type: none"> <li>Refine roles and responsibilities over time to achieve better business outcomes</li> <li>Recognise talent, develop team capability, and undertake succession planning</li> <li>Coach and mentor staff and encourage professional development and continuous learning</li> <li>Prioritise addressing and resolving team and individual performance issues and ensure that this approach is cascaded throughout the organisation</li> <li>Implement performance development frameworks to align workforce capability with the organisation's current and future priorities and objectives</li> </ul>
<b>People management</b> Inspire direction & purpose	Adept	<ul style="list-style-type: none"> <li>Promote a sense of purpose, and help the team to understand the strategic direction of the organisation and the needs of customers and stakeholders</li> <li>Translate broad organisational strategy and goals into tangible team goals and explain the links for the team</li> <li>Ensure that team objectives and outcomes lead to the implementation of government priorities and create value for customers and stakeholders</li> <li>Work to remove barriers to achieving goals</li> </ul>