



Dietitian/Nutrition Supervisor, Rideaucrest Home

Reference #J0526-0196

Non-Union, Temporary Full-Time (up to 18 months)

\$78,451.98 - \$98,050.66

35 Hours per week

Onsite

Closing Date: June 17, 2026

The Role

Reporting to the Administrator, the Nutrition Supervisor serves as the Registered Dietitian and joint Supervisor of Dietary Department for Rideaucrest Home.

The Nutrition Supervisor will, in conjunction with the Food Services Supervisor, develop and approve seasonal cycle menus that reflect resident preferences, adhere to current geriatric nutritional recommendations, and meet Long Term Care (LTC) Food Service Standards. This role will measure resident satisfaction with food service both formally and informally and provide in-service education as requested on topics relating to nutrition. The Nutrition Supervisor and Food Services Supervisor will formulate and administer the preparation of the annual operating budget and maintain food and other departmental costs, ensure the department adheres to relevant legislation and corporate standards and will plan, coordinate, and implement department activities, administer policies and procedures, and supervise food services. This position will assume the role of the Food Services Supervisor in their absence.

Meet your department...

Rideaucrest Home provides high-quality, compassionate long-term care for Kingston residents. Our team works together to create a safe, supportive environment where residents feel valued and cared for every day.

We prepare nutritious, delicious meals tailored to residents' needs and preferences. Our team plans menus, cooks, and serves meals that make dining a positive experience.

What you'll do...

- Provide nutritional assessments and nutritional care plans/goals for residents while counselling residents and/or family members regarding diet and nutrition
- Investigate and initiate nutrition intervention for individual residents in response to referrals from nursing, medical, rehabilitation or dietary team members, or based on observation of nutritional risk indicators while maintaining resident nutrition documentation including assessments, progress notes, care plan summaries, diet and nourishment lists for resident service areas and production counts
- Liaise with the Food Services Supervisor and/or Nursing Management on resident nutrition and dining service issues, where multidisciplinary intervention is required and



where history and innovation thrive

provide therapeutic counseling to residents as needed while conducting regular inspections to identify and address potential hazards

- Supervise the preparation and service of meals and nourishment's following specified menus and standardized recipes while supervising, assigning tasks, and evaluating the performance of food services staff, ensuring compliance with all long-term care regulations
- Assist with receiving, storing, and controlling food services inventory while staying abreast of nutritional care and new food service products and methods
- Other duties as assigned

To qualify, you'll need...

- University degree in human nutrition and dietetics or related program
- Registered Dietitian and member in good standing with the Provincial College of Dietitians and eligible for membership with Dietitians of Canada
- 2 years of recent and related experience as a qualified dietitian
- Experience as a Food Service Supervisor or Dietary Manager in an institutionalized setting preferred
- Experience in clinical and geriatric dietetics preferred
- Experience managing within a union setting strongly preferred
- Excellent verbal and written communication skills
- Strong, effective customer service and interpersonal skills
- Proficient skills in MS Office
- Knowledge of long-term care standards and practices
- Knowledge of related policies, procedures, acts and legislation (eg Ministry of Health & Long-Term Care Homes Act)
- Possess tact and diplomacy with understanding of confidentiality and privacy issues
- Ability to research, analyze, and formulate solutions to complex issues
- Proof of recent screening for Tuberculosis (TB)
- Proof of immunity to communicable diseases
- Must demonstrate corporate values of Belonging, Collaboration, Accountability, and Innovation
- Required to obtain and maintain a satisfactory criminal record check (with vulnerable sector search)

Why us?

Join a team that's building more than a city - we're building a community where people thrive. At the City of Kingston, your work has real impact: safer streets, greener spaces, inclusive experiences, innovative transit, creative public spaces, and brighter futures for all.

We're more than just a municipal government - we're a team of problem-solvers, innovators, and community-builders who take pride in shaping the place we call home. As an employer, we're committed to your growth, your well-being, and creating an environment where every voice counts. Your career is more than a job - it's where your impact begins.



Why you'll love it here...

We provide our employees with a comprehensive and competitive total rewards package, which may include extended health coverage, travel and life insurance, and long-term disability. Specific benefits can vary depending on your role and terms of employment.

In addition, employees may enjoy access to:

- OMERS defined pension plan
- Vacation entitlements
- Employee wellness and assistance programs and resources
- Ongoing training and education opportunities
- Flexible work arrangements
- Corporate perks such as discounted transit and fitness passes
- Learning & development resources and networks
- Relocation assistance and local resources

To learn more about working at the City of Kingston, [click here](#).

Learn more about what makes Kingston so special on [PossibleMadeHere.org](#).

How to apply

Submit your online application by 11:59 PM on the job posting closing date. Click the 'APPLY HERE' button to complete your application.

Applicants must demonstrate in their submission how they meet the minimum education and experience requirements of the position. Please include any relevant education documents (degrees, diplomas, or certificates) to your profile.

Accommodations are available at all stages of the recruitment and selection process to support a barrier-free experience for all candidates in accordance with the Ontario Human Rights Code (OHRC) and the Accessibility for Ontarians with Disabilities Act (AODA). If you require any accommodations, please let us know. For more information, you can contact us at hrcity@cityofkingston.ca.

Thank you to everyone who applies. While we value each application, only those advancing in the recruitment process will be contacted. All personal information will be handled in compliance with the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA).

The City of Kingston may utilize artificial intelligence (AI) assisted tools throughout the recruitment process. All final hiring decisions are made by qualified municipal staff.

Internal applications: <https://bit.ly/city-kingston-internal>

External applications: <https://bit.ly/city-kingston-external>

To ensure you don't miss any updates, please check your spam or junk folders for emails from a City of Kingston account.



Our commitment

The City of Kingston acknowledges that we are on the traditional homeland of the Anishinabek, Haudenosaunee, and the Huron-Wendat, and thanks these nations for their care and stewardship over this shared land.

Today, the City is committed to working with Indigenous peoples and all residents to pursue a united path of reconciliation.

Learn more about the [City's reconciliation initiatives](#).

[CLICK HERE TO APPLY](#)