



# MARCY JONES, RD

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## CAREER TARGET: CLINICAL DIETITIAN

Recently licensed registered dietitian with experience conducting quality control research. Expertise in:

- **Clinical Nutrition:** Gained 360 hours' clinical nutrition experience via internship. Offered medical nutrition therapy, implemented individualized care plans, and conducted nutritional assessments.
- **Client Education and Counseling.** Provided clinical education, preventative counseling, and nutrition instruction sessions. Taught 15+ community cooking classes for families of diverse cultural and ethnic backgrounds.
- **Leadership.** Selected for 4 leadership roles, recognized by faculty and students for dedication to excellence and service. Managed nutrition interns, guided undergraduate students in classroom, and advocated for dietetics students' needs.



## EDUCATION & LICENSURE

### REGISTERED DIETITIAN (RD) LICENSE, State Name

Master of Science, **NUTRITION AND EXERCISE SCIENCE** May 2022  
 Small State University, City, ST 4.0 GPA

Bachelor of Science, **APPLIED SCIENCE IN NUTRITION AND DIETETICS** May 2020  
 Private College, City, ST 3.9 GPA

- Accreditation Council for Education in Nutrition and Dietetics (ACEND) accredited program

## INTERNSHIP

**CLINICAL ROTATIONS** (360 hours) January 2022-April 2022  
 ABC Health System: City, ST | XYZ Regional Hospital: City, ST

“Marcy has a knack for explaining nutrition in a way that resonates with each patient.”  
 -Supervisor at ABC Health System

Completed 10 weeks of postgraduate internship, splitting time between ABC Health System (81-bed skilled nursing facility) and XYZ Regional Hospital (51-bed hospital). Attained clinical nutrition experience and developed care plans under supervision of clinical dietitian. Evaluated nutritional needs for adult and geriatric patients in inpatient, outpatient, and nursing home settings. Diagnosed patients with malnutrition via nutritional assessment.

- Provided medical nutrition therapy and clinical education to patients with acute and chronic conditions.

**COMMUNITY ROTATIONS** (260 hours) October 2021-December 2021  
 NationalFoods: City, ST | WIC Clinic: City, ST

Served 5 weeks at NationalFoods supermarket chain. Contributed to Balancing Your Blood Sugar Program, developing guide on effects of uncontrolled diabetes. Delivered personalized nutrition shopping assistance for 4-6 clients per day, considering dietary needs based on cultural, ethnic, and religious beliefs. Dedicated 2 weeks to WIC Clinic. Developed age-appropriate educational materials on common food allergens and snacks for special diets.

- Facilitated NationalFoods' preventative counseling and weekly classes for those with prediabetes or diabetes.

**MANAGEMENT ROTATIONS** (280 hours) August 2021-October 2021  
 A-Corporation: City, ST | ABC Health System Hospital: City, ST

Devoted 4 weeks to A-Corporation (food service for Small State University). Audited most common food allergies to tailor offerings to customer-base. Completed 4 weeks at ABC Health System Hospital (49-bed facility).

- Contributed to 8% efficiency increase for inpatient room service at ABC Health System. Conducted research for quality control initiative, interviewing 30+ staff, compiling data, and recommending changes.

## RELATED EMPLOYMENT

### NUTRITION EDUCATION PROGRAM CO-LEAD

August 2020-August 2021

Small State University, City, ST

Managed 3 dietetic interns as they created 10 recipe demonstration videos and expanded web resources. Led weekly meetings. Developed 4-class healthy eating curriculum for community, in partnership with professor.



### GRADUATE TEACHING ASSISTANT

August 2020-August 2021

Small State University, City, ST

Expanded communication and research skills, helping undergraduate students conduct 12 food lab experiments.

## VOLUNTEER EXPERIENCE

### HEALTHY COOKING IN THE CLASSROOM VOLUNTEER

February 2019-March 2020

Z-Wellness, City, ST

Educated 10-20 children about food groups, basic cooking skills, and fresh recipe preparation during monthly classes.

### COMMUNITY FUND CLASS EDUCATOR

November 2018-February 2019

W-Non-Profit, City, ST

Taught 2 community nutrition classes, practicing group communication skills.

- Wrote 2 articles for monthly newsletter, promoting vegetable consumption while living on low income.

## CERTIFICATIONS



Mental Health First Aid, National Council for Mental Wellbeing

ManageFirst, National Restaurant Association

ServSafe Manager, ServSafe

## LEADERSHIP

### PRESIDENT/TREASURER

August 2017-May 2020

Student Academy of Nutrition and Dietetics, Private College, City, ST

Elected to treasurer May 2018, managing budget and requesting reimbursements. Chosen as president May 2019, facilitating monthly meetings for 20 members. Organized 6 professional development events per year and coordinated guest speakers.

- Secured 10% budget increase as treasurer, sharing organizational strengths and touting needs.

### STUDENT LIAISON

April 2019-May 2020

State Nutrition Council, City, ST

Represented fellow dietetics students, developed 40+ social media posts, and attended quarterly meetings.

## ADDITIONAL EMPLOYMENT

SERVER, Small Town Restaurant, City, ST

June 2019-Present

PERSONAL SHOPPER, Giant Store, City, ST

May 2018-January 2021

## Strategy Statement

Marcy had recently completed her master's degree, which included the postgraduate internship required to become a registered dietitian. Her goal was to work as a clinical dietitian in a hospital setting. I wrote this resume for a specific job posting, but it included many industry keywords.

I wrote Marcy's resume to include these themes:

- **Health and Nutrition:** I included the apple, plate, and green color scheme to support these themes.
- **Clinical Experience:** To communicate her interest in medical settings, I incorporated the hand cradling a heart. In addition, Marcy's internship included more clinical rotation hours than typical. I spotlighted the above-average amount through the first bullet point of the summary.
- **Education and Counseling:** Marcy was drawn to teaching/mentoring roles throughout her undergraduate and graduate studies. Her experiences aligned well with the posting's emphasis on education and counseling, so I featured her related roles in the summary. I added a quote from a past supervisor to further support her brand of being a nutrition educator who excels in a medical setting.
- **Leadership:** Leadership was a unique value proposition of Marcy's. Since her past employment and co-curricular experiences did not appear on the first page, I referenced her incredible leadership track record in the summary to encourage further reading.

The structure of Marcy's dietetics internship brought challenges as she had three rotations at six sites. I used the job description paragraphs to clarify her time commitment and role at each site. I chose to break it down by rotation since "clinical," "community," and "management" are common subfields within dietetics. This allowed me more space to expand on her clinical rotation, which was her most related experience. This format also allotted me space to highlight how her community and management rotations were relevant to the position. Her community rotation developed her nutrition counseling skills and ability to work with diverse populations. Her management rotation expanded her research skills, which related to using an evidence-based approach.

Another challenge was Marcy's current unrelated employment, which I de-emphasized by placing it at the bottom. Furthermore, limited responsibility and standardized tasks can pose challenges to identifying accomplishments for clinical internships. I balanced the lack of accomplishments from her clinical internship rotation with relevant keywords from the posting (ex: medical nutrition therapy, clinical nutrition experience, care plans, nutritional assessment).

## **Full Job Description**

### **Dietitian**

#### **Department Details**

Rotating weekends and holidays. Work with an experienced group of dietitians. Able to work in many different disease states and areas of clinical nutrition.

#### **Job Summary**

Plans, develops, and provides diet interventions, medical nutrition therapy, and preventive counseling to individuals and groups in all areas of primary and specialty patient/resident care, acute care, skilled nursing, out-patient, and/or community settings. Provides medical nutrition therapy services and monitors nutritional care of clients/patients/residents of all ages including neonatal, pediatric, adolescent, adult and geriatric as assigned. This includes determination of nutritional status through nutritional assessment, individualized care plans, provider order recommendations and implementation of nutrition therapy (including verbal orders, diet modification, nutrition support, oral nutrition supplements), education and counseling for disease and nutrition risk management, and evaluation of outcomes of medical nutrition therapy interventions. Additionally includes skills in the care of clients/patients/residents with chronic conditions.

Ability to recognize, evaluate, and provide for nutritional needs based on cultural, ethnic, and religious beliefs. Evaluates treatments or procedures for effectiveness using an evidence-based approach. Works on nutrition care protocols for the assigned area and acts as leader for the health care team in the implementation of the nutrition therapies. Educates on diet according to disease state, medical condition and health risk.

Incorporates new trends and techniques as necessary to design care plans and update standards of care educational material. Assists in tailoring clinical education and associated materials for use with clients/patients/residents, families and caregivers. Performs quality control and maintains a high standard in relation to infection control mechanisms for safety. Aware and conscious of individual's insurance coverage and reimbursement circumstances, and participates in clinical performance improvement activities, including research that tests new treatments or procedures for clinical evidence of outcomes.

#### **Qualifications**

Minimum of a bachelor's degree in dietetics or food and nutrition through an Accreditation Council for Education in Nutrition and Dietetics (ACEND) accredited program. \*(After January 1, 2024, the ACEND requires anyone taking the registration exam to become a dietitian have a master's degree. Prior to January 1, 2024, individuals qualifying to take the registration exam need to have the minimum of a bachelor's of science degree in dietetics.)

Clinical nutrition experience through an approved coordinated undergraduate program or successful completion of postgraduate internship required.

Currently holds Registered Dietitian (RD) license within the applicable state(s).