



Position Description

Position Title: Head of Discipline, Nutrition and Dietetics	Classification: Academic
Faculty/School/Office: Faculty of Health Sciences and Medicine	Date Position Classified/Updated: October 2026

Purpose of the Position:

The Head of Discipline, Nutrition and Dietetics provides academic, strategic, and operational leadership for Nutrition and Dietetics within the Faculty of Health Sciences and Medicine at Bond University. The role leads the development, delivery, accreditation and continuous improvement of nutrition and dietetics programs and subjects, ensuring a high-quality student experience and alignment with professional accreditation requirements, contemporary educational practice and industry standards.

The Head of Discipline provides leadership to the academic team, fostering a positive, collaborative and high-performance culture and building capacity across learning and teaching, research and professional practice. The role provides strategic oversight of student outcomes, accreditation, workforce and resource planning and works closely with Faculty leadership to support the quality, sustainability and growth of the discipline.

The position builds the profile, reputation and impact of Nutrition and Dietetics through research leadership and strong engagement with industry, professional bodies, healthcare and community partners, alumni and other stakeholders. Through collaborative leadership across education, research and external engagement, the Head of Discipline contributes to the strategic priorities of the Faculty and University and provides leadership to advance the Nutrition and Dietetics discipline at Bond University.

Reporting Relationship:

This position reports to the Deputy Dean of the Faculty of Health Sciences & Medicine:



Selection Criteria:

- A PhD in dietetics or nutrition and current status as an Accredited Practising Dietitian (APD) with Dietitians Australia, or eligibility to obtain and maintain APD status.
- Demonstrated academic leadership in dietetics, with the capacity to provide strategic direction, foster a positive, respectful and collaborative culture, communicate effectively, and lead and develop academic staff.

- Demonstrated leadership and experience in professional accreditation of dietetics programs, including embedding accreditation standards across curricula and quality assurance activities, and leading accreditation compliance, reporting, review and continuous improvement.
- Demonstrated experience in curriculum development, program and subject design and quality assurance in dietetics, including assessment and continuous improvement, with a strong understanding of contemporary educational practice and industry standards.
- A strong track record of research in nutrition and/or dietetics, including high-quality publications, research funding, and evidence of contribution to the discipline nationally and/or internationally, with demonstrated capacity to develop research activity and collaboration.
- Demonstrated highly effective interpersonal, communication and organisational skills, including the ability to communicate with clarity and professional judgement, manage competing priorities and deadlines, and share information in a timely and transparent manner.
- Demonstrated ability to develop and sustain productive partnerships with industry, professional bodies, healthcare and community organisations that enhance the program, including supporting high-quality student placement opportunities.
- Demonstrated experience in academic administration and management, including strategic planning, resource and budget management, workforce planning and contribution to university governance.
- Demonstrated ability to build the profile and reputation of an academic discipline or program through effective engagement with prospective students, industry, alumni, professional bodies and other key stakeholders.

Desirable Criteria:

- Advanced Accredited Practicing Dietitian (AdvAPD) recognition and/or being a Registered Dietitian Nutritionist (US/Canada).

Competency	Responsibility
Curriculum Leadership and Teaching	• Provide academic leadership for the design, development, delivery and continuous improvement of the Nutrition and Dietetics program. • Ensure the curriculum, assessment and learning experiences align with professional accreditation requirements, contemporary educational practice, industry standards, and University expectations. • Implement and oversee quality assurance processes for learning and teaching, including instructional best practices, assessment strategies, and continuous program improvement. • Collaborate with the Associate Dean, Learning and Teaching and relevant academic staff to maintain the quality, coherence and currency of the curriculum and assessment. • Contribute to teaching within the program aligned to areas of expertise.
Accreditation	• Provide leadership and strategic oversight of professional accreditation for the discipline, ensuring ongoing compliance with relevant accreditation standards and requirements. • Ensure accreditation standards are embedded within curricula, assessment, program delivery, quality assurance and continuous improvement. • Lead accreditation submissions, reporting and reviews, including responses to accreditation recommendations and requirements, working collaboratively with relevant Faculty and University stakeholders.
Program Quality and Enhancement	• Monitor program performance and educational quality, drawing on student outcomes, stakeholder feedback and other relevant evidence to identify and implement improvements. • Ensure academic staff maintain appropriate qualifications, professional registration and currency of professional practice, and support their ongoing professional development. • Lead engagement with industry, professional and consumer advisory groups to maintain the quality, relevance and currency of the program.

Student Affairs	• Collaborate with faculty leadership, including the Associate Dean, Student Affairs and Service Quality, to monitor student recruitment, retention, progression, and performance. • Provide academic leadership and oversight of processes to identify and support students experiencing academic difficulties. • Promote a high-quality student experience and a supportive, inclusive learning environment consistent with University values.
Administration and Resource Management	• Advise the Executive Dean, Deputy Dean, and Faculty Business Director on staffing, infrastructure, technology and other resources required for effective program delivery and sustainable growth. • Lead the recruitment, onboarding and development and management of academic staff, fostering a positive collaborative and accountable workplace culture. • Ensure effective and transparent allocation of responsibilities and workload across the discipline, supporting staff performance, development and delivery of strategic priorities.
Governance and Strategic Contribution	• Contribute to Faculty and University governance, quality assurance and continuous improvement processes relevant to the role. • Perform the responsibilities of the role in alignment with the Bond University Strategic Plan, University policies, procedures and established governance and review processes. • Contribute collegially to Faculty leadership and cross-disciplinary initiatives that advance Faculty and University priorities.
Research	• Provide research leadership within the discipline, fostering a collaborative and productive research culture aligned with Faculty and University priorities • Maintain an active program of high-quality research and contribute to publications, research funding and the national and/or international profile of the discipline. • Collaboration with discipline colleagues, the Associate Dean, Research, and external partners to develop research activities, partnerships and funding opportunities. • Support and mentor academic staff and research students to develop research capability and performance.
Marketing and Promotion	• Work collaboratively with relevant Faculty and University teams to support strategic positioning, promotion and growth of the program. • Represent the discipline at academic, professional, industry, and community events, in collaboration with the Assistant Dean, External Engagement and other relevant colleagues. • Build the profile and reputation of the discipline through engagement with prospective students, industry, alumni, professional bodies and other external stakeholders. • Work with marketing and communication teams to ensure program information is accurate and effectively communicates the program's strengths, outcomes and impact.
Finance	• Contribute to budget planning and oversee the effective allocation and management of financial resources to support program delivery and strategic priorities. • Monitor operational expenditure and resource use, including budgets managed by subject coordinators, to ensure appropriate financial accountability. .
Cultural Safety, Inclusion and Respect	• Demonstrate respect for diversity and contribute to a culturally safe, inclusive and discrimination free workplace. • Engage respectfully with staff, students and stakeholders from diverse cultural, linguistic and social backgrounds, including Aboriginal and Torres Strait Islander peoples. • Comply with University policies and applicable anti discrimination and workplace behaviour legislation.

	• Participate in relevant training or development activities that support cultural safety and inclusive practice.
Work Health and Safety Responsibilities	• Take reasonable care for own health and safety and that of others, in accordance with the Work Health and Safety Act 2011 (Qld). • Comply with University WHS policies, procedures and instructions, including those relating to psychosocial health and safety. • Promptly report hazards, incidents and risks to their manager or through established reporting mechanisms. • Where the role has supervisory or managerial responsibilities, ensure risks are assessed, appropriate controls are implemented, and workers are consulted in accordance with WHS legislation. • Complete mandatory and assigned WHS training. • Comply with return-to-work program requirements following injury/illness.

Note – the successful applicant will be required to produce a certified copy of their highest qualification received prior to commencement of duty.

It is not the intent of this position description to limit the scope of this position in any way but to give an overview of this role at Bond University. You may at times be required to work at other tasks and areas as directed by the Management.