



Dietetic Reference Group - Invitation for Membership

Introduction

NDR-UK is an independent charity working to achieve personal health and well-being through the provision of expert nutrition and hydration information. It aims to empower individuals to make informed dietary choices to prevent, manage or improve health conditions.

Ten years since being established, it has successfully grown on a not-for-profit basis. Its print and digital format resources are now used through the UK and beyond to over 500 different customers from NHS, health and social care partnerships, local authorities, private healthcare and freelance practitioners.

To sustain and develop this provision of accessible, evidence-based, consistent dietary guidance, we invite practicing, registered dietitians with diverse experience, expertise and interests to inform and support our work by joining our new Dietetic Reference Group (DRG).

The Dietetic Reference Group aims to support NDR remain informed about dietary evidence, practice and policy, and be engaged with dietetic, AHP and related health and social care communities.

Member roles and responsibilities:

- Provide informed, objective judgement to inform planning and development:
 - Assess the potential impact of any developments, changes to policy, practice or evidence.
 - Apply professional intelligence to inform strategic/work plans and marketing activity (Appendix 1).
- Advocate for NDR-UK and its principles:
 - Promote evidence-based, consistent practice that avoids duplication of effort.
 - Encourage engagement in NDR-UK projects and activities.
- Support NDR's development and review process:
 - Conduct risk assessments and approve for publication new or updated resources.
 - Support product checks/reviews to ensure resources remain up to date and comply with guidelines.

Structure and operations:

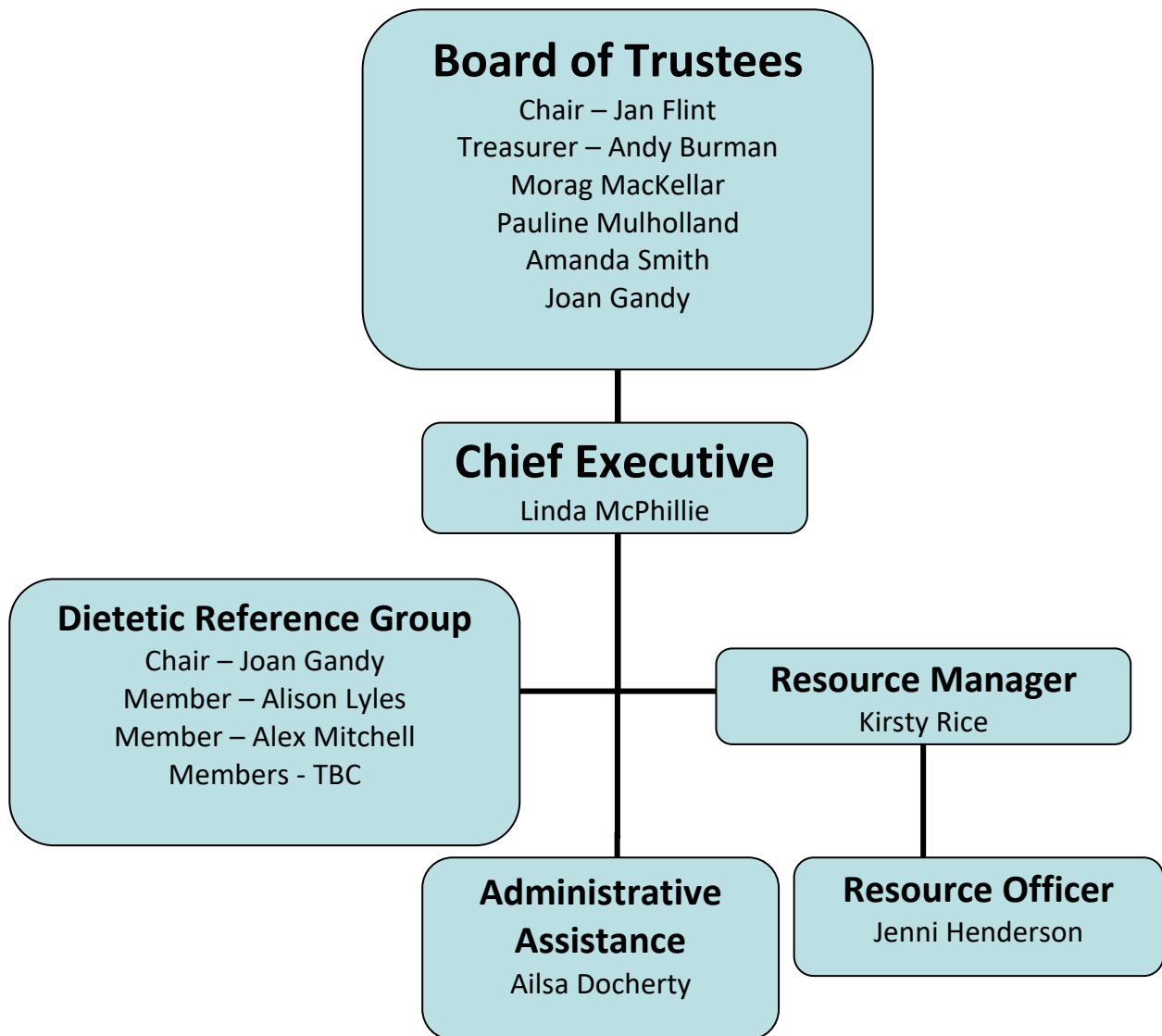
- Recognised within the NDR-UK structure (Appendix 2), but members will have no legal responsibilities.
- The group will have a minimum of 3 members and aims to achieve 6 dietetic members to bring varied perspectives and experience to the group.
 - The group will be led by a chairperson.
 - All administrative and secretariat duties will be completed by NDR.
- Video or teleconference meetings will be held 3-4 times a year, to discuss plans and prioritise activities.
 - Actions will be agreed to suit members' interests and expertise.
 - Typically, 2-3 hours input will be needed per month.
 - Standing agenda items will accommodate specific discussion points at each meeting (Appendix 3).

Terms of appointment

- Members of the Dietetic Reference Group will be asked to commit to a minimum term of two years, which can be extended by mutual agreement.
- Membership will be a non-salaried position¹ but will provide excellent opportunities for personal and professional development

¹ except for reimbursement of approved expenses when required

Appendix 1 NDR-UK Organisational Structure (November 2021)



Appendix 2 Meeting Agendas

Dietetic Reference Group – Standing Agenda Items

- Project updates – anticipated challenges and support requests (e.g. group recruitment)
- Risk assessment schedule and allocation
- Policy, practice or evidence-base developments/changes for NDR-UK to be made aware of
- General market intelligence and discussion on future development activity planning
- Events and marketing opportunities
- Recruitment to DRG