

Job Title: Clinical Director
Organization: Tri City Health Partnership
Location: St. Charles, IL
Job Type: Full-time, Exempt

A fantastic opportunity awaits you at Tri City Health Partnership. Join us in creating a healthier community. We look forward to all we can do together!

Tri City Health Partnership is a dedicated, non-profit organization committed to providing medical and dental care to uninsured residents in Central Kane County. Our mission is to promote a healthy lifestyle in an environment of mutual respect. As a key member of our leadership team, you will play a pivotal role in making a positive impact on the lives of people in need.

We are seeking a dynamic and professional Nurse Practitioner or Physician Assistant to serve as the Clinical Director and lead the clinical operations at Tri City Health Partnership. The ideal candidate will have a passion for patient care and community service, and strong leadership, excellent organizational and effective people skills. As the Clinical Director, you'll be responsible for conducting patient visits, ensuring the overall delivery of high-quality care to our patients, overseeing the day-to-day operations of the clinic, and training and managing staff and volunteers.

Core Responsibilities:

- Patient Care:
 - Provide care for clinic patients as needed.
 - Review test and lab results and recommend action.
 - Collaborate with community partners to enhance patient care.
 - Participate in public awareness campaigns to promote health education.
- Operational Leadership:
 - Manage and coordinate all aspects of the clinic's daily operations.
 - Ensure compliance with relevant regulations, policies, and procedures.
 - Oversee efficient patient flow.
 - Organize and maintain onsite pharmacy.
 - Efficiently allocate resources to optimize clinic performance.
- Staff and Volunteer Management:
 - Train and supervise clinic staff and volunteers.
 - Foster a positive and collaborative work environment.
 - Conduct regular performance evaluations and provide constructive feedback.

Required Qualifications:

- Licensed Nurse Practitioner or a Physician Assistant with a minimum of 2 years patient care experience.
- Knowledge of medical care processes, regulations, and industry best practices.
- Strong leadership and interpersonal skills.
- Excellent organizational and problem-solving abilities.
- Commitment to the mission and values of Tri City Health Partnership.

Preferred Qualifications:

- Spanish proficiency is very helpful but not required.
- Experience in clinic management or healthcare administration.

Salary and Benefits:

- Salary will be based on relevant experience and qualifications. Annual Salary range: \$110,000 - \$125,000.
- Health insurance available.
- Paid vacation/personal days as well as paid holidays.
- Retirement savings plan.
- Reimbursement for approved business and travel expenses.

Hours:

Monday through Friday approximately 8am-4:30pm.

Flex schedule the first week of the month to accommodate evening clinic hours.

Occasional additional evenings and/or weekends for events.

Work Location:

Primary location is on site in the clinic.

How to Apply:

Interested candidates are invited to submit their resume, cover letter, and professional references to "dward@tchpfreeclinic.org". Please include "Clinical Director Position" in the subject line.

Tri City Health Partnership is an equal opportunity employer. We encourage candidates from diverse backgrounds to apply.