

Registered Nurse Leader Job Description

Job Title: Registered Nurse Leader

Employer: Hope Family Care Center

Address: 3027 Prospect
Kansas City, MO 64128

Web site: www.hopefamilycarecenter.org

CEO: Jake Latta

Our Mission: To honor God by providing quality, personal health care.

Our Vision: We envision all residents of our east side community receiving quality, personal health care, enabling them to achieve optimum health. Preventive health care will become normal, regardless of one's income. Sustained high quality, personal health care will contribute to the transformation of our community.

Description: This person will provide essential community healthcare for our neighborhood. This nurse leader will feel called to serve in a low-income urban area and have a heart for an urban population. This person must have a passion for providing holistic and preventive health care, especially to the forgotten people of our city. Finally this nurse leader must be committed to investing the necessary time required to support the Physician in building this practice from the ground-up, ensuring it has a strong foundation that will enable it to someday serve thousands of patients.

Responsibilities:

Nurse Care

- 1) Assist in Patient Care with physician
- 2) Answer triage/urgent care calls and advise patients who call in.
- 3) Contact and follow-up with patients on lab results etc..
- 4) Assist Volunteer Medical staff in taking vitals, blood work etc... for patients.
- 5) Maintain the consistent face of the clinic to patients coming in.
- 6) Evaluate patient flow
- 7) Maintain the leadership of the clinic and ensure that the clinic is running smoothly and the experience for patients is high-quality.
- 8) Ensure familiarity and provide leadership in using Electronic Medical Records.

Administration

- 1) Evaluate clinic process and offer up any suggestions for change.
- 2) Evaluate staffing procedures and ensure the right level of staffing is maintained.
- 3) Evaluate and manage volunteer staff.
- 4) Participate in Operations Committee Meetings to review the clinic.
- 5) Evaluate wait times for patients and offer solutions to cut down on those times.

Required

Qualifications:

- 1) A commitment to honoring HFCC and THC missions.
- 2) A strong work ethic and good leadership abilities.
- 3) A board certified, Missouri Licensed RN.

Type: Full-time starting January 2011

Salary & Benefits: Competitive salary and benefits package

E-mail: info@hopecenterkc.org