



Nurse Practitioner/Clinic Manager/Pleasanton

Axis Community Health is a nonprofit community health center that has served the Pleasanton/Livermore/Dublin area since 1972. We provide medical care, mental health counseling, drug and alcohol recovery services, and WIC nutrition services for 14,000 Tri-Valley residents. We are eastern Alameda County's only provider of medical care for low income and uninsured residents.

We are seeking a Nurse Practitioner to oversee the operations of one of our clinical divisions at our Pleasanton clinic site. The position reports to the Director of Clinic Operations.

This is a 1.0 FTE salaried position (40 hours per week) and includes health/dental/vision insurance benefits. Salary range: \$62,000 – 75,000, depending on qualifications.

For more information about Axis, visit us at: www.axishealth.org

Qualifications:

1. Current valid California Family Nurse Practitioner licensure
2. Expertise in primary care (to include family practice, internal medicine, pediatrics and/or women's health)
3. Managerial experience and/or expertise
4. Ability to organize, prioritize and efficiently carry out duties and assignments
5. Ability to interact effectively and in a professional, supportive manner with persons of all backgrounds
6. Excellent verbal and written communication skills
7. Computer skills, to include Word and the ability to use the Axis practice management system
8. Bilingual English/Spanish and/or other languages highly desirable

Responsibilities:

Under the direction of the Director of Clinic Operations:

1. Oversee the operations of the Adult Medical Clinic/Pleasanton site/Pod B, to include: (a) the supervision of all non-provider staff, (b) directing the provision of patient services, and (c) ensuring optimal patient flow and the provision of high quality services.
2. Provide direct primary care medical services to include examination, diagnosis, treatment, referral and follow-up of patients within the parameters and scope of practice of nurse practitioner licensure.
3. Provide all services in accordance with accepted medical standards, organizational policies, contractual requirements, and in a manner that is responsive to the needs of all patients.

4. Provide education and counseling in wellness, risk reduction and safety.
5. Provide supervision of Pod B non-provider staff, to include hiring, training, evaluating, and conducting disciplinary and other personnel actions.
6. Work in an independent and interdependent relationship with members of the medical staff, which allow for consultation, collaboration or referral.
7. Provide triage services, to include patient assessment and education, arranging for necessary appointments and referrals, and providing appropriate follow-up.
8. Assist in the development of policies and procedures appropriate to the clinical area.
9. Provide back-up assistance for the other Clinic Managers.
10. Perform other duties as assigned.

A background check is part of our hiring process. Axis Community Health is An Equal Opportunity Employer. E-mail your resume to scross@axishealth.org. Include “Nurse Practitioner/Clinic Manager/Pleasanton” in the subject line. Please provide a cover letter indicating why you are well suited for this position, and include salary history.