



Position: Director of Nursing
Salary: Commensurate with experience
Position Status: Full Time/ Exempt
Job Location: North Hills

Salary up to \$85K Annual Salary

Mission City Community Network, Inc. is a non-profit organization of multiple clinics operating as a Federally Qualified Health Center. We are dedicated to serving low income families in the San Fernando Valley, San Gabriel Valley, South Bay and San Bernardino areas. We are committed to providing quality care in the following areas: Adult, Pediatrics, Women's Health, Dentistry, Health Education, and Behavioral Health.

We are currently seeking a dynamic, energetic individual to join our organization as Director of Nursing. Under the supervision of the Chief Medical Officer, the Director of Nursing oversees the nursing services for patients of Mission City Community Network and conforms to Federal, State, and County statutes and regulations.

The D.O.N. will supervise the RN Clinical staff, LVN(s), and Medical Assistants or other staff as assigned. You will assure timely provision of services, monitor workflow and patient encounters at all of our sites.

Summary of Essential Job Functions:

- The D.O.N assists the Operations' Manager with the implementation of clinical services.
- Responsible for the technical orientation, supervision and training of MCCN clinical staff i.e. RN(s), LVN(s), and Medical Assistants.
- Investigates and resolves patient complaints related to nursing services
- Serves as a resource for staff in identifying and resolving nursing care problems
- Collaborates with Medical Director and other clinical management staff on a regular basis to ensure the delivery of quality medical services in a timely and professional manner
- Serves as a representative of Nursing at QI meetings
- Create and monitor staff schedules to meet the needs of the site's patient flow

Required Qualifications:

- Current CA RN license
- Graduation from an accredited school of nursing
- BSN with a minimum of 3-5 years clinical nursing experience
- Minimum two years administrative experience with a FQHC preferred
- Current CPR certification and BCLS certificate in good standing
- Experience providing medical care within a non-profit Federally Qualified Health Clinic
- Sensitivity to needs of culturally and linguistically diverse patient and employee population
- Willing and able to work a varied and flexible schedule to accommodate the needs of MCCN and its patients
- Must have reliable means of transportation with a current, Valid CA Driver's license, and valid liability insurance
- Accept travel assignments to various sites as needed

To Apply:

Please email your resume/CV and cover letter, including your salary history and salary requirements to hr@mccn.org or fax 818-998-3579

MCCN is an Equal Opportunity Employer