Bilingual Nurse Manager – English/Spanish

Do you believe everyone should have good health care?
Do you enjoy educating people on health and prevention?
Are you looking to use your nursing degree to help those with the greatest barriers to care?
Are you someone who excels at leading and motivating a team?

The **Nurse Manager** position at CommunityHealth is a unique opportunity to apply your skills to helping ensure quality health care for all… while working in a flexible, friendly, multicultural environment where everyone is passionate about the same goal.

The Opportunity: CommunityHealth seeks to hire a full-time Nurse Manager who will provide direct patient care, seeking to promote, maintain, and restore the health of our patients through nursing clinical interventions and patient education. The Nurse Manager will also support development and maintenance of clinical programs and provide direct supervision of other Nursing Department staff and volunteer registered nurses and medical assistants.

Responsibilities

- Provide direct patient care and patient education regarding medications, lifestyle modifications, and treatment plans during in person and telehealth nurse visits
- Make preliminary assessment of patients' health problems based on medical history, remote monitoring data, and diagnostic results and prioritize medical attention.
- Review and provide follow up for lab tests and other results
- Work with other providers and clinic staff on patient plans of care
- Triage urgent patient care concerns as needed
- Collaborate with medical home team members to coordinate patient care across multiple settings
- Maintain data on patient outcomes and assist in ensuring progress toward program goals
- Ensure nursing quality standards are met and that staff and volunteer nurses are in compliance with state regulations
- Assist in developing new quality improvement programs and overseeing existing programs
- Assist in coordinating preventative screening programs and other specialized program areas
- Assist in the development and implementation of clinical workflows, policies, and protocols
- Oversee educational and volunteer nurse training and serve as a preceptor to students and volunteers
- Provide direct supervision to Nursing Department staff members and volunteers and set and maintain nursing schedules

Qualifications

- Registered Nurse in the state of Illinois, BSN or higher degree required
- 2 years of nursing experience required, supervisory experience strongly preferred
- Provide excellent quality of care in overall clinical and patient educational needs
- Bilingual (Spanish/English) required
- Full time position with flexible hours. Some evenings and Saturdays are required
- Excellent communication and follow-through skills
- Excellent computer skills (familiarity with Microsoft Word, Excel, and EMR use)
- Must be a self-starter and able to work autonomously, managing multiple projects
- Commitment to the CommunityHealth mission, model of service delivery, and core values

Compensation

- The salary range for this position is $80,000 - $90,000 annually depending on education and experience.

- CommunityHealth offers a wide range of benefits to its employees. Visit our website to learn more about our Total Rewards Package.

To apply: Interested candidates should submit a cover letter and resume (NO PHONE CALLS) to: Emily Hendel, MS, NP-C, Director of Clinical Services | ehendel@communityhealth.org

CommunityHealth is an equal opportunity employer and is committed to building a diverse team. Bilingual (especially Spanish or Polish speakers) candidates are strongly encouraged to apply for all positions at

CommunityHealth. Our work environment is safe and open to all employees, respecting the full spectrum of race, color, religious creed, sex, gender identity, sexual orientation, national origin, political affiliation, ancestry, age, disability, genetic information, veteran status, etc.

NOTE: All employees are required to be fully vaccinated against COVID-19 and boosted when eligible as a condition of employment (or must obtain approval of a medical or religious exemption prior to start date).

About CommunityHealth

Founded in 1993, CommunityHealth is the largest volunteer-based health center in the nation. We provide primary and specialty care, medications, lab testing, mental health services, and health education at no charge to low-income, uninsured adults in Chicago. Visit our website to learn more!