



Baxter Community Center

JOB POSTING
Family Health Nurse
Part Time Position

Nature of Work:

This is a part-time, professional level position responsible for providing nursing care services for adults. The Family Health Nurse works under the general supervision of the Clinic Supervisor but has latitude for making decisions of a professional nature. The Health Nurse works in accordance with the philosophy and objectives of the Baxter Community Center.

Areas of Accountability:

1. To live out the mission, vision and core values of Baxter Community Center.
2. To work in collaboration with the Wholistic Health Clinic staff and volunteers to enhance the health and well being for Baxter Community Center's patients.
3. To coordinate adult health services, working as a liaison between patients and physicians

Desirable Qualifications:

- Graduate of accredited RN training program
- Current RN licensure or Bachelor of Nursing Degree in the State of Michigan; CPR certification; documented negative TB status; documented Hepatitis B immunization
- Cross cultural experience
- Recent experience in medical office or similar setting
- Effective verbal, written and interpersonal communication skills with the ability to comfortably interact with diverse populations
- Ability to handle patient and organizational information in a confidential manner
- Ability to demonstrate competency with a standard desktop and Windows-based computer system, including a basic understanding of e-mail, Internet, and computer navigation
- Ability to use other software as required to perform the essential functions of the job
- Ability to perform continuously detailed tasks with frequent interruptions and work prioritization
- Position requires frequent standing, walking and occasional bending, stooping, twisting and lifting

To Apply:

Submit cover letter and resume by **February 8, 2010**, by mail to Executive Director, Baxter Community Center, 935 Baxter Street SE, Grand Rapids, MI 49506; by FAX at (616) 456-8595; or email to info@baxtercommunitycenter.org. Please indicate on any communications the title of the position for which you are applying.