

The Community Care Clinic is a free clinic providing medical care for low-income persons without health insurance. The position of RN/Case Manager will be funded as a 20-hour per week contract position without benefits. This position will be reviewed and renewed as funding and circumstances allow and at the discretion of the Board of Directors. CPR training and malpractice insurance will be provided as approved by the Board of Directors. The RN/Case Manager will work directly with the Clinic Director who will serve as their supervisor. Salary is \$25,000 annually.

Qualifications Summary

- Education: RN (BSN preferred). Valid NC nursing license required.
- Experience: Minimum of one year acute nursing care and one year of community-based nursing experience. Preference given to case management experience.
- Provide nursing care during clinic hours.
- Good phlebotomy skills.
- Provide health education classes at clinic.
- Ability to work well with patients, staff, and volunteers.
- Computer skills with working knowledge of Microsoft Professional Office and electronic medical records software.
- Valid NC driver's license. Preference given to knowledge of Boone and surrounding area.

Duties for the RN/Case Manager Position

The RN/Case Manager will report to the Clinic Director and work collaboratively with the CD and other providers at the CCC to uphold the mission of the Community Care Clinic:

The mission of the Community Care Clinic is to provide health care to low-income persons in our community who do not have health insurance. Through disease prevention, continuity of care, and active follow-up, we can promote the health and well-being of our community.

- Assist in clinic hours on a schedule set by Clinic Director.
- Provide quality follow-up to patients at the CCC during designated days and hours as set by the Clinic Director.
- Identify, build, and maintain relationships with community service providers.
- Develop, provide, and coordinate health care education programs and training.
- Meet regularly with Clinic Director.