

## St. Clare Health Mission - Free Clinic AmeriCorps Position

The PHA will engage in system development, quality improvement measures, policy creation, clinic and mobile med flow, volunteer recognition, and clinic marketing to expand the clinics services and resources. Through the St. Clare Health Mission patients can be seen at no cost which can keep patients out of poverty by not receiving unaffordable medical bills.

**Member Duties :** As an AmeriCorps team member, you will gain professional experience by working to help St. Clare provide high quality comprehensive health care to those in need with a focus on expanding access to healthcare for those without insurance or who are under-insured by: helping to develop and oversee a system for recruiting and training volunteer staff, developing clinic policies and procedures, reviewing all relevant documentation for the Community Health Needs Assessment (CHNA), grant-writing/fundraising, continuing to develop our outreach via social media and more. Working as a WAFCC PHA at St. Clare Health Mission one will have many capacity building opportunities all with the overarching goal of increasing healthcare equity to underrepresented populations.

### **Position Focus:**

- Quality Improvement
- Clinic Flow and support
- Social Media
- Fundraising
- Administrative support for medical director and Executive Director
- Projects assigned based on candidate experience, passion, and goals

### **Terms :**

Car recommended , Permits working at another job during off hours , Permits attendance at school during off hours .

**Service Areas :**

Public Health AmeriCorps, VISTA AmeriCorps , Technology , Community Outreach , Health .

**Skills :**

Community Organization , Communications , Fund raising/Grant Writing , Writing/Editing , Public Health , Medicine , Non-Profit Management , Team Work , Computers/Technology , Social Services , General Skills .