



Position: Clinical Nurse Manager
Position Type: Salary; Full-time Exempt
Supervisor: Director of Programs
Salary: \$90,000
Benefits: Medical liability and malpractice insurance coverage; Health, Dental and Vision Coverage; PTO including most federal holidays; 401k eligibility after six months of employment, Unlimited ORCA Card, two hours self-care time per week, and up to \$1000 professional development funds per calendar year

WHO WE ARE:

The Hepatitis Education Project (HEP) is a Seattle-based 501(c)(3) nonprofit committed to improving the health of underserved communities disproportionately impacted by viral hepatitis. Through our case management, outreach, corrections, and advocacy programs, we work with people experiencing housing instability; people who are uninsured or underinsured; people who use drugs; incarcerated or formerly incarcerated individuals; and immigrant and refugee communities. HEP is advancing our commitment to Racial Equity and Social Justice with the goal of improving workplace, advocacy, and outreach diversity, equity, and inclusion (DEI).

Black, Indigenous, and People of Color, LGBTQIA+-identified people, and individuals whose lived/living experience has been affected by drug use, homelessness/housing insecurity, incarceration, and/or viral hepatitis are strongly encouraged to apply.

JOB DESCRIPTION:

In this role, the Clinical Nurse Manager is an active and engaged member of the leadership team at HEP, managing the day-to-day clinical services in our Seattle office and at outreach events. This role is an onsite role with limited opportunity for remote work. The Clinical Nurse Manager supports programmatic and clinical goals to ensure the continuous provision of quality care to a patient population that uses substances, may be experiencing homelessness, and/or other systemic barriers. The baseline scope of work that falls under the nurse manager's responsibilities are:

- Regular meetings and program planning/evaluation in collaboration with the clinical team
- Collaboration with (and work within) HEP's advocacy groups and committees to optimize the integration and equitable distribution of clinical services into BIPOC communities impacted by viral hepatitis
- Administer viral hepatitis B and C screenings
- Administer viral hepatitis A, B, and flu vaccines (as available)

- Triage, as the need arises, for clients experiencing acute/emergent medical symptoms or distress
- Provide first aid and light wound care, as needed
- Support the Prevention and Outreach Program through
 - Supervision, delegation, and/or direct administration of HEP's clinical services on-site and at outreach events
 - Training, implementation, enforcement, and review of the vaccine/medication storage and handling policies and vaccine administration with HEP staff and HEP partners
 - Support teaching/training non-clinical staff re: phlebotomy
- Proper documentation of services rendered through HEP's database and case management software
- Cross-train to support:
 - HEP's Adult Vaccine Program (AVP/VFA)
 - Clinic supply management and budget
 - Supervision and precepting of new clinical hires, volunteers, and nursing students
- Be well-versed in, support, and refer for viral hepatitis linkage to care for HAV, HBV, HCV, and wraparound services including:
 - HEP and CDCHC's hybrid MOUD program (STEP Clinic)
 - Case management
 - Wound care/medical care

REQUIRED QUALIFICATIONS:

- WA State RN Licensure in good standing (Pending licensures for out-of-state RNs or new RNs are welcome to apply)
- BLS Certification

DESIRABLE QUALIFICATIONS:

- Well-versed with the harm reduction model and trauma-informed care
- Advocacy and Diversity, Equity, and Inclusion training, experience, and/or desire to prioritize the values of Diversity, Equity, and Inclusion in HEP's clinical services
- Wound care experience and/or open to enrolling in wound care courses/CEs
- Experience in community/public health settings and/or health care services to stigmatized communities and individuals

All new staff will be required to provide proof of COVID-19 vaccination, or submit a substantiated exemption under applicable law before they begin work on-site at our Seattle office.

To apply, please send resume to resumes@hepeducation.org. Cover letters are not required. Instead, **please submit a response to the following question with your resume:**

What drew you to apply for this position with HEP?

