Administration South, Yakima Valley Farm Workers Clinic

Location
Administration South, Yakima Valley Farm Workers Clinic

City
Toppenish

Employment duration:

Full time

Exempt Status:
Exempt

Yakima Valley Farm Workers Clinic's Sollus Northwest Administrative Fellowship is a 12-month program providing extensive training to the management of a Federally Qualified Health Center in Business Intelligence & Analytics. You are encouraged to apply if you will complete your master's degree by August 2020.

FELLOWSHIP TRAINING INCLUDES:

- Mentorship and coaching from executive leaders
- Supervisory and leadership training
- Intensive orientation of all YVFWC sites
- Training on state of the art electronic medical records system (EPIC)
- Short-term rotations which include but are not limited to HR, Planning and Development, Marketing, Outreach, and Operations.
- Self-directed community service

You will obtain the knowledge, and skills to become a successful leader in any healthcare setting, focused on community health. Through strategic projects, and other responsibilities, you will gain key competencies and exposure to operations, finance, government relations, leadership, and other opportunities based on your interests. Other duties will include community involvement, advocacy for the fellowship program, fellowship recruitment, and attendance of leadership meetings.

FELLOWSHIP TRACK:

Business Intelligence & Analytics

The Business Intelligence & Analytics (BI) track is designed for those who are interested in ensuring the organization has the data, reporting, and analytical capabilities necessary to meet both its clinical and fiscal functions. BI supports all departments in the organization, including medical, dental, behavioral health, managed care, pharmacy, operations, finance, and human resources. This track offers rotations
through two BI teams, one focused on quality and population health reporting and one focused on business and operations reporting, as well as rotations on other teams in Information Services and in other departments working closely with BI. You will learn how to use agile development methodologies on a remote team, how to support self-service reporting tools on electronic medical record and payer claims data, how to maintain and execute a product roadmap that reflects senior leadership priorities, and how to promote good data governance practices. You will be responsible for small projects related to reporting or data requests, self-service analytics training, quality of care reporting, and data governance.

QUALIFICATIONS:

- Education: Recent master level graduation on or before August 31, 2020
- Experience: None
- Licenses/Certificates/Registration: Current Washington State driver’s license and proof of automobile liability insurance coverage.
- Knowledge/Skills/Abilities Required: Understanding of the specific needs of underserved patient populations with an emphasis on the Latino community. Proficiency in MS Suite products: Word, Excel, and PowerPoint. Effective oral and written communication skills.

HOW TO APPLY:

- Resume (attach to the resume section of the online application)
- Personal Statement (attach to the attachment section of the online application)
  - What personal experience and educational training have led you to seek an administrative fellowship at a Federally Qualified Health Center (FQHC)?
  - Tell us why you are interested in the fellowship track you selected. Comment upon your relevant work and volunteer experience and your short-term (fellowship) goals as well as your long-term career development in this field.
  - Describe your commitment and unique understanding of the Latino population or other underserved populations.
  - What attracts you to the Pacific Northwest and your commitment to relocating?
- Official graduate school transcript(s)
- Three letters of recommendation (one academic, and two professional letters). Please address letters to: Sollus Northwest Selection Committee.
- Transcript(s) and letters of recommendation must be sent directly from the university/or recommender to adminfellow@yvfwc.org or to Sollus NW Administrative Fellowship 601 North Keys Road Yakima, WA 98901.

ABOUT YVFWC

We serve more than 166,000 patients across 25 medical clinics, 14 dental clinics, 10 pharmacies, and 64 program sites in two states. We are Level 3 Certified as a Patient-Centered Medical Home (PCMH). With integrated services including medical, dental, pharmacy, orthodontia, primary care nutritional counseling, autism screening, and primary care behavioral health, YFWC’s patient-centered model of care offers patients the full spectrum of care and shelter assistance, energy assistance, weatherization, HIV and AIDS
counseling and testing, home visits, and four mobile medical/dental clinics.

**WORKING AT YVFWC**

Working at Farm Workers Clinic means being the passionate champion for those who have no voice. It means having the opportunity to work with underserved populations and with peers committed to the same work.

**AT FARM WORKERS CLINIC:**

- We will consistently trust one another to work for the common good.
- We will foster integrity by demonstrating ethical behavior and insisting on doing what we say we will do.
- We will demonstrate transparency by being candid and truthful no matter the risk.
- We will create partnerships to strengthen ourselves and our community.
- We will fight for just treatment for all individuals.
- We will let joy in.
- We have the courage to be an agent of change and refuse anything short of excellence.

**THE PACIFIC NORTHWEST**

Working at Farm Workers Clinic means living in the breathtaking Pacific Northwest. You will have the opportunity to enjoy spectacular wilderness areas, scenic ocean beaches, and crystal-clear lakes and rivers. Because of the Cascade mountain range, the Northwest has two distinct climates: The west side is lush and green. Eastern Washington and Oregon, shielded from the rain-filled clouds by the high mountains, tend to be sunny and arid.

The two climates enable farms and orchards to produce a bounty of different fruits, berries, and vegetables. And with 22 appellations, the Yakima Valley is also celebrated for its premier wines.

No matter where you live in the Pacific Northwest, you are within an easy drive to a thriving metropolitan area, offering fine shopping, theatres, museums, and galleries. The area also boasts progressive public and private schools and world-class universities.

*Our mission celebrates diversity. We are committed to equal opportunity employment.*

Apply Here: [http://www.Click2Apply.net/my2t7w3mxfw7kx3](http://www.Click2Apply.net/my2t7w3mxfw7kx3)

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