

Job Announcement: Clinical Supervisor

Smoke Free Lung Health Program A Joint Program of the Cook County Bureau of Health Services and Respiratory Health Association of Metropolitan Chicago

Overview: Excellent job opportunity for a highly motivated individual to implement and manage asthma- and tobacco-related community and clinical programs in Cook County. This individual will be hired by Respiratory Health Association of Metropolitan Chicago (RHAMC) to work for the Cook County Bureau of Health Services (CCBHS) Smoke Free Lung Health Program, and will be responsible for the supervising, training, and monitoring of clinical program staff.

Job Title: Clinical Supervisor (Full-time)

Reports To: Physician Leadership Team

Supervises: Community Health Workers and Tobacco Health Educators

Project Duration: 5 year funded project term (Please note: This employment is at will; opportunity for future employment dependent on funding status and job performance).

Starting Salary: \$75,000; plus benefits

Starting Date: June 2008

Closing Date: May 9, 2008

Responsibilities:

- Oversee the implementation of asthma education and smoking cessation programs at CCBHS;
- Orient, train, and provide clinical supervision to Community Health Workers and Tobacco Health Educators;
- Coordinate daily/weekly staffing activities;
- Support clinical staff in problem solving and communication skills;
- Conduct ongoing assessment and evaluation of clinical staff performance;
- Assist program staff in developing and implementing program protocols;
- Provide budgetary, program protocol, and clinical staff performance feedback to program staff and physician leadership team;
- Participate in and coordinate asthma education and smoking cessation training workshops;
- Provide asthma education or smoking cessation counseling to participants according to program requirements and protocol as needed;
- Ensure smooth program participant flow in all program sites, and;
- Coordinate with hospital staff, state, county and city agencies and local non-profit organizations to ensure effective use of resources and minimize duplication of services.

Minimum Requirements:

- Nursing degree with current licensure in Illinois or other healthcare related experience involving patient care or health services required.
- Experience working within a multidisciplinary health care team desirable.
- Supervisory experience required – including planning, assigning, directing, and evaluating the work of subordinate staff.
- Experience and/or knowledge of motivational interviewing or harm reduction counseling methods desirable.
- Some knowledge of asthma management and tobacco control is preferred.
- Excellent communication skills – the person in this position will interact regularly with members of community-based organizations, clinicians, administrators/managers, and support staff.
- Ability to prioritize and perform multiple tasks.
- Bilingual – English/Spanish preferred, but not required.

To Apply:

Send resume and a brief cover letter electronically to:

Christine Godwin, Program Coordinator at cgodwin@lungchicago.org

The mission of RHAMC is to fight lung disease and promote healthy lungs through research, advocacy and community based education. RHAMC is fully committed to equal opportunity in employment in accordance with all applicable laws and regulations. RHAMC is an Equal Opportunity and Affirmative Action employer. The Association does not hire persons who smoke, and forbids smoking in the workplace.