

PRINCE WILLIAM AREA FREE CLINIC

13900 Church Hill Drive
Woodbridge, VA 22191
703-499-9034

Now Hiring: Medical Director

The Prince William Area Free Clinic (PWAFC) is a non-profit healthcare facility in Northern Virginia. There is an immediate opening for a motivated and mission-focused physician to serve as PWAFC's part-time Medical Director to work Monday through Thursdays at our Woodbridge location.

Job Duties:

- *Practice Liability:* The medical director provides oversight and direction to nurse practitioners, physician's assistants, and nursing staff. This relationship must be confirmed with a written practice agreement between the medical director and aforementioned practitioners.
- *Administrative:* The medical director participates in administrative decision-making and recommends and approves policies and procedures. Helps identify structural gaps and inputs on clinical changes
- *Professional Services:* The medical director organizes and coordinates physician services and services provided by other medical professional as they relate to patient care through the implementation of standing orders
- *Quality Assurance:* The medical director participates in the process to ensure the appropriateness and quality of medical care and medically related care
- *Education:* The medical director participates in the development and conduct of clinical and patient education programs
- *Community:* The medical director helps articulate the medical mission to the community.
- *Social, Regulatory, Political, and Economic Factors:* The medical director acquires, maintains, and applies knowledge of social, regulatory, political, and economic factors that relate to patient care services
- *Person-Directed Care:* The medical director will support and promote person-directed care
- *Provider:* The medical director will provide primary medical care to clinic patients, lead clinics as necessary

Qualifications:

- Applicants must hold an active and unrestricted medical license and DEA to practice in the Commonwealth of Virginia
 - Board certification in family medicine or internal medicine is preferred.



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- Minimum of 3-5 years of management leadership experience in a preventative healthcare setting.
 - Community Health experience desired.
- Ideal candidate should be experienced in and dedicated to program development, quality assurance, strategic and financial planning, volunteer medical management and recruitment, emergency preparedness and supply management.
- Must work well with staff and volunteers, and in concert with the Executive Director to ensure the continued impact and success of the clinic in the community.
- Skill in providing excellent, ethical, customer service and support; organizing and prioritizing workload and meeting deadlines
- Ability to interact effectively and professionally with persons from diverse cultural, socioeconomic, education, racial, ethnic and professional backgrounds
- Ability to communicate effectively, and concisely with others
- Must be computer literate and familiar with paper and electronic medical record systems
- Ability to work as an effective team member; function independently, exercise sound judgment and initiative
- Able to flexibly shift priorities; maintain confidentiality; establish and maintain effective interpersonal work relationships to effectively assist providers;

Other Information:

PWAFC does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, and provision of services. We are committed to providing an inclusive and welcoming environment for all members of our staff, clients, volunteers, subcontractors, vendors, and patients.

To Apply:

Interested candidates should submit a résumé, cover letter, and salary requirements to clinic.director@pwafc.org or Caitlin.denney@pwafc.org.

