



Join MCN's Team as a Bilingual Health Network Associate

Migrant Clinicians Network (MCN) is hiring a full time Health Network Associate for our bridge case management program, Health Network located in Austin, Texas. We offer training, technical assistance and peer support for clinicians, health centers and community organizations. We also conduct advocacy and research with the goal of health justice for the mobile poor. This position is responsible for supporting and advancing MCN's mission with an emphasis on continuity of care services for mobile patients.

PRIMARY ACTIVITIES

- Conducts phone based follow-up and bridge case management for the MCN Health Network projects: TBNet (tuberculosis), Track II (diabetes), CAN-track (breast, cervical and colon cancers), and Prenatal.
- Contacts participants enrolled in the MCN Health Network to provide follow-up education about their health status and test results.
- Helps find health services for MCN Health Network Participants. Inputs information about follow-up and care coordination calls into Access database.
- Communicates with clinicians about the status of their Health Network patients (i.e. enrollment status, treatment status).
- Transfers medical records to clinicians as needed. Requests medical records from clinicians as needed.
- Enters enrollment information and health information from participant medical records.
- Assists with development and distribution of health education materials. Communicates weekly with project Managers, Chief Medical Officer, Director – International Projects and Emerging Issues and others about the status of Health Network participants.

CORE COMPETENCIES

- Committed to working with MCN for a reasonable timeframe, preferably a minimum of two years.
- Works in alignment with MCN's organizational values; teamwork, innovation, excellence and a passion for the mission.
- Applies MCN's performance improvement goals and guidelines.
- Maintains a positive outlook and flexibility in MCN's fast paced and dynamic environment.
- Demonstrates personal initiative in all activities.

- Develops and maintains relationships with a diverse community of office colleagues, remote staff members and other organizations.
- Embodies the belief that healthcare is a right.
- Possesses excellent communication both verbal and written

JOB REQUIREMENTS

- High school diploma or equivalent. College or university degree preferred.
- Fluent in Spanish and English (speaking and writing).
- Able to communicate effectively with diverse groups of individuals including migrant workers, medical personnel, MCN board, staff, and membership
- Computer Skills. Microsoft Access, Excel, and Word.
- Manages multiple tasks; organized and methodical. Familiar with
- tuberculosis, diabetes, cancer, and/or prenatal care (preferred).
- Must be able to maintain confidentiality and comply with HIPAA confidentiality standards.
- Must have the ability to function independently within established program guidelines and prepare and maintain records and reports.

COMPENSATION

MCN offers full time, salaried employees an array of benefits including: health insurance, retirement, disability insurance, life insurance, a health and well-being stipend, monthly contributions to a health savings account, 18 days/year of paid time off, 21 days off after year three and 12 holidays. Salary is commensurate with experience.

START DATE

Preferably by August 1, 2018.

APPLY

Please submit a current resume and cover letter detailing your experience, qualifications, and salary requirements, along with contact information for at least three professional references to

<https://app.smartsheet.com/b/form/848eb1c3996e4f4081e1c63f2456c857>

MCN is an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran or disability status.