



JOB OPPORTUNITY

Position: Bilingual Healthworker
Department: Cliff Valley Clinic
Reports To: Healthworker Supervisor
Job Type: Healthcare
Schedule: Part-Time (20-31 hours); First Shift; Tuesdays, Fridays and Saturdays
Location: Atlanta, GA
Salary: \$11/hour
Required Travel: No
Relocation Covered: No
Status: Closed

To Apply: Send cover letter** and resume in Word format to:
Email: humanresources@feministcenter.org
Fax: 404-417-0878
Feminist Women's Health Center
Attn: Human Resources
1924 Cliff Valley Way, NE
Atlanta, GA 30329

****To be considered for this position, please include in your cover letter which position you are interested in applying for and a personal statement outlining your position on being pro-choice and why you would like to work for the Feminist Women's Health Center.**

This position will work closely with Physicians, Nurses and other clinic staff, assisting in the operating room during abortion procedures and serving as an advocate for clients before, during and after their procedures. May also be cross-trained as a Phone Educator and to perform laboratory services.

Responsibilities:

- Perform client interpretation and advocacy.
- Educates the client on all information necessary for understanding 1st and 2nd trimester abortion.
- Educates the client on all information necessary for understanding pregnancy options, birth control methods, STI testing and prevention, and wellness appointments.
- Reviews charts for completion and relevant medical histories and secures client/staff signatures where appropriate.
- Is responsible for performing/maintaining supply log quality assurance expiration checklist.
- Keeps up with the weekly cleaning schedule and abides by any other organizing/cleaning in the medical suite.
- Responds appropriately to client concerns.
- Adheres to appropriate etiquette according to the assigned Healthworker role of each clinic day.

- Reports all medical equipment needs to the Healthworker Supervisor in a timely manner.
- Stores/Disposes bio-hazardous waste consistent with OSHA, state and FWHC guidelines.
- Trains new clinical staff as directed by the Healthworker Supervisor or other clinic managers.
- Maintains current CPR certification for the duration of employment.
- Maintains client confidentiality consistent with HIPAA regulations and FWHC policies.
- Performs other duties as assigned by the Healthworker Supervisor, other managers and/or Flow Facilitator.

Skills:

- Is punctual and contributes to team development and positivity during long hours.
- Ability to provide information in a supportive and non-judgmental manner.
- Flexibility in handling multiple tasks and working in different areas.
- Ability to prioritize and perform tasks under pressure.
- Verbal and written communication skills.
- Ability to make judgment decisions within the scope of assigned task.
- Interpersonal skills, the ability to initiate and conduct two-way communication in a clear and concise manner.
- Ability to take direction and follow instructions.
- Ability to remain on feet for long hours and physically lift/transfer patients.

Requirements:

- Pro-Choice
- Feminist, womanist or other similar viewpoints
- Interest in women's health
- Bilingual in Spanish

Preferred Qualifications:

- Bachelor's degree
- Previous healthcare experience

The Feminist Women's Health Center provides accessible, comprehensive gynecological healthcare to all who need it without judgment. As innovative healthcare leaders, we work collaboratively within our community and nationally to promote reproductive health, rights and justice. We advocate for wellness, uncensored health information and fair public policies by educating the larger community and empowering our clients to make their own decisions.