

Vaccination Clinical Lead

City of Waterbury

JOB TITLE: Vaccination Clinical Lead

DEPARTMENT: Health Department

SUPERVISOR: Director of Public Health or Designee

SALARY: \$32 an hour

Applications, may be obtained by visiting our website at www.waterburyct.org or at the Civil Service Office, Chase Municipal Building, 236 Grand St., Room 202, Waterbury, CT 06702. For additional information contact the Human Resources Department at (203) 574-6761.

The City of Waterbury, Health Department is committed to ensuring the availability and equitable distribution of vaccines to its residents. This **temporary position** is funded under a special health equity grant from the State of Connecticut Department of Public Health.

GENERAL JOB DESCRIPTION

Vaccination Clinical Lead will be responsible for the delivery of vaccine to eligible persons in a clinical setting including permanent and pop up clinics at locations throughout the City. Additionally, the Lead will provide oversight to other vaccinators.

MAJOR DUTIES AND RESPONSIBILITIES

- Deliver vaccine in a safe and clinically appropriate manner
- Provide supervision to vaccination clinic operations
- Problem solve and consult with vaccinators on clinical decisions for patients
- Problem solve registration issues
- Mix / Draw vaccine and complete appropriate records
- Provide assistance to patients to ensure documentation is appropriately completed
- Use/operate office equipment: copier, fax, scanner, smart phones, iPads, etc.
- Lift 50 LBS
- Bilingual Spanish speaking preferred - but not required
- Communicate affectively both verbally and in writing
- Outreach through canvassing and distribution of printed materials

- Be an active team player, implementing the clinics mission

REQUIRED JOB QUALIFICATIONS

Ability to pass a cursory criminal history check and no past or pending actions attached to required licensure by the State of CT Department of Public Health (this is a public safety sensitive position)

State of Connecticut Licensure in one of the Following:

Paramedic

Nurse Midwifery

Registered Nurse

Licensed Practical Nurse

Pharmacist

- Computer literacy and skill in the use of computers and related software applications required
- Excellent communication skills, with keen attention to detail, patient privacy and response time
- VAMS experience preferred
- Excel proficiency preferred

Other:

Bi-Lingual Spanish Speaking, preferred but not required

KEY COMPETENCIES

Customer service

Superior Clinical Skills