

Job Description

Title: Health Care Coordinator, Chicago Region
USA Midwest Jesuits

Responsible to: Provincial Assistant for Province Health Care
USA Midwest Jesuits

Position Summary:

The Health Care Coordinator provides direct health assessments for the physical and emotional needs of a multigenerational religious order of men. The role requires the individual to be an advocate for, provide, and coordinate health care services for Jesuits within the designated region while supporting the mission and philosophy of the Society of Jesus. This person will work in collaboration with Provincial staff and Jesuit leadership to ensure and provide the necessary health care services for Jesuits within the region.

A. Essential job functions:

- Plan, organize, case manage, educate, and coordinate health care delivery for the Jesuits living in this region with an emphasis wellness and illness prevention.
- Serve on Province or Assistancy committees as necessary.
- Provide a holistic health assessment of each Jesuit annually and as needed.
- Develop a plan of care for those with identified acute and chronic health care needs.
- Collaborate with the local superior when a Jesuit is discharged from a hospital or rehab facility to facilitate any needed adaptations (DME, home care, and/or other support services).
- Facilitate the process of transition when a Jesuit moves from an active Jesuit Community to a Jesuit Health Care Community (Colombiere or St. Camillus).
- Identify and/or coordinate services for long term care or end of life care.
- Ability to care for, refer to appropriate treatment options, and coordinate services for men with behavioral health issues, including addictions.
- Be familiar with local health care providers so that you can make referrals as needed for the Jesuits in your region.
- Maintain and foster relationships with medical providers, in order to maintain better communication and continuity of care. In fact, it is helpful to position yourself as a collaborator with medical teams to better advocate for the Jesuits.
- Assist Jesuits in negotiating the health care system and provide advocacy and instruction when needed.
- Promote the guidelines of health care as found in The Jesuit Health Care Handbook for the United States Assistancy.

B. Education:

- BSN required.
- Advance Practice Nurse with focus on adult or geriatric care preferred.
- Must hold current nursing licensure as a registered professional nurse in the state you reside and maintain required CEU's for professional development.

C. Experience:

- Minimum of 5-7 years of clinical nursing experience in adult care or related field.
- Management experience in home health, parish nursing, or coordination of community-based health care services helpful.

D. Requirements:

- Strong verbal and written communication skills.
- Excellent clinical assessment skills.
- Ability to function independently in a community-based setting.
- Accommodate to flexible hours and be on call.
- Travel within your region will be necessary to visit Jesuit Communities, medical offices, and hospitals.
- Occasional travel for meetings in other parts of the country is necessary once or twice per year.
- Ability to transport Jesuits in your personal vehicle.
- Competence in use of computer programs such as Office 365, Outlook, TEAMS, Filemaker Pro, or ability to learn them.
- Ability to use, maintain, and update electronic medical records.

This is a full-time salaried position with a generous benefits package. The salary is competitive and commensurate with experience. Hours are generally Monday through Friday but may require occasional evening and weekend work. Ability to stand and walk long distances. There will be an occasional need to lift a walker or wheelchair in or out of a car.

Respond to umihealthcare@jesuits.org with resume and letter of interest.

June 17, 2021