



LITTLE RIVER BAND OF OTTAWA INDIANS POSITION VACANCY ANNOUNCEMENT

Position: Nurse Practitioner – Health Services - Manistee (FT- Regular) (1)

Summary: This position will be responsible for the care of patients maintaining to each and every clinic patient, within clinic walls, and also from our clinic mobile unit. Works as a team with staff physicians, nurses, other area supervisors and other clinic staff to deliver premium healthcare servicing.

Employment Qualifications: Minimum Necessary Qualifications

A qualified candidate offers:

- A Bachelor's of Science in Nursing (BSN) and a Graduate of an accredited Nurse Practitioner Program or hold a Current Advanced Practice Registered Nurse (APRN) Licensure in State of Michigan; and
- A work experience of 5+ years as a NP in a medical institution/medical practice/medical office, preferred but not limited to; and
- Currently certified in – Basic Life Support (BLS), Advanced Cardiac Life Support (ACLS) and PALS; (or pending) within 90 days of hire; and
- Strong written and interpersonal skills; and
- Working knowledge of the sensitivity communication practices and interview techniques in order to speak with and for the patient; and
- Technical skills of an intermediate/expert user of MS Office software, computers, and office equipment; and
- Superior performance in the selection process as determined at the sole discretion of the LRBOI Hiring Manager, including but not limited to all of the following: any pre-employment interviews, skills testing, credentialing, drug screening, background investigations, reference checks and previous work history, passing a pre-employment drug test and background investigation, possession of a valid Driver's License throughout employment and being insurable under the Tribe's insurance policy.

Indian Preference applies in accordance with Ordinance #15-600-02

Pay Grade: E9

Hiring Range: \$93,957– \$124,599 - **Commensurate with Verified Qualifications**

Status: Exempt/Bi-Weekly Pay **Background Check:** Extensive

Application Instructions: **Incomplete Submissions will not be considered.**

Obtain an application form (fillable online) on the Tribe's website www.lrboi-nsn.gov Under "Employment" heading. Request a copy of the position description or by contacting Human Resources at:

LRBOI HR Department, 2608 Government Center Dr., Manistee, MI 49660

Phone: (231) 398-6859; Email: apply@lrboi-nsn.gov Attn; HR

To apply, please submit completed application, cover letter, resume, degree transcripts (if applicable) any/all licensure(s) and certifications stated under the Employment Qualifications above, a copy front/back of Tribal ID (if applicable) and a copy front/back of current driver license , to:

LRBOI HR Department, 2608 Government Center Dr., Manistee, MI 49660

Fax: (231) 331-1233; Email: apply@lrboi-nsn.gov.

Conditions of employment with Little River Band of Ottawa Indians Tribal Government includes superior performance in the selection process, including but not limited to all of the following; any pre-employment interviews, skills testing, credentialing, drug screening, background investigations, reference checks and previous work history, passing a pre-employment drug test and background investigation, possession of a valid Driver's License throughout employment and being insurable under the Tribe's insurance policy, and successfully completing a ninety (90) day introductory period.

For further information, please contact the LRBOI HR Department.

Reposted – 05/08/2024

Removal: Until Filled

Incomplete or late submissions will not be considered.