



Public Health Nursing Director I – Federally Qualified Health Center (FQHC)

Salary Grade 77

Salary Range: \$80,139–\$128,116

Salary offer will be commensurate with experience, education, and equity with others in the agency upon hire.

Local government entities may not offer salary levels outside of the posted salary range for each job posting.

It is the practice of GVPH to post the entire salary range for each job posting from hiring amount to top of the range.

Granville Vance Public Health (GVPH) is accepting applications for **Director of Nursing: Federally Qualified Health Center (FQHC)**. This full-time position serves Granville and Vance Counties, requires regular travel and office time at both GVPH clinic locations and community sites.

ROLE AND SERVICE-LINE AUTHORITY: Reporting directly to the Health Director and Medical Director of the FQHC, this is a senior nursing leadership position with primary accountability for the administrative, supervisory, clinical operations, quality, and nursing practice components of GVPH's primary care services as the agency expands its Federally Qualified Health Center model.

PRIMARY CARE/FQHC GOVERNANCE. The FQHC is a new service line for GVPH which will focus on patient-centered ambulatory primary care clinical operations, nursing practice, clinical staffing, credentialing, clinical quality and patient safety, care coordination, medication systems, referrals and transitions of care, clinical workflows/EHR, emergency preparedness within clinic sites, and HRSA clinical compliance. GVPH has two co-equal Directors of Nursing. Both oversee clinical nursing services within their respective portfolios; neither administratively supervises the other. The Director of Nursing for the FQHC Program will work closely with the Health Director, Medical Director, primary care providers, behavioral health providers, clinical and administrative leadership, and quality and compliance staff to ensure that GVPH provides accessible, patient-centered, high-quality primary care consistent with applicable federal and State requirements and the Health Resources and Services Administration (HRSA) Health Center Program Compliance Manual.

MAJOR DUTIES:

- Plan, organize, direct, and continuously improve nursing and clinical support operations within the Primary Care/FQHC service line.
- Assess FQHC patient volume, demographics, health needs, provider capacity, access measures, and workflows to recommend appropriate clinical staffing.
- Supervise assigned FQHC nursing supervisors, RNs, LPNs, medical assistants, and other clinical support personnel, including selection, orientation, assignment, competency assessment, evaluation, counseling, professional development, and discipline subject to established GVPH personnel authority.
- Develop and maintain policies, standing orders, protocols, workflows, and evidence-based standards specific to Primary Care/FQHC operations, collaborating with the Public Health Programs DON on agency-wide nursing standards and policies affecting both service lines.
- Lead or coordinate credentialing and privileging systems for applicable FQHC clinical staff in accordance with GVPH policy and HRSA requirements, with appropriate medical oversight.

- Monitor licensure, certification, competencies, scope of practice, and clinical privileges for assigned FQHC clinical staff.
- Partner with the Medical Director and agency leadership in the FQHC QI/QA program, including clinical quality measures, patient safety, adverse-event review, patient experience, grievances, utilization, and continuous improvement.
- Support FQHC quality measures and performance expectations associated with HRSA, UDS, Medicaid, Medicare, commercial payers, and value-based payment arrangements.
- Ensure effective FQHC nursing and clinical workflows within the EHR, including documentation, decision support, care-gap identification, registries, referrals, test-result follow-up, medication reconciliation, and continuity of care.
- Develop and monitor Primary Care/FQHC care coordination, referral management, hospital/ED transitions, receipt of outside information, and clinical follow-up associated with primary care services.
- Ensure appropriate infection prevention, medication management, vaccine storage and administration, laboratory/diagnostic workflows, emergency medications/equipment, and patient-safety systems specifically within Primary Care/FQHC operations.
- Maintain systems for clinic-hour emergencies and compliant after-hours FQHC clinical coverage, documentation, triage, referral, and follow-up.
- Collaborate with Public Health nursing, behavioral health, care management, pharmacy, dental, WIC, community health workers, and community partners to support integrated care and safe transitions without superseding the governance of those service lines.
- Prepare and monitor applicable FQHC budgets, productivity planning, grants, and readiness for HRSA Operational Site Visits, FTCA requirements, payer audits, and other FQHC compliance activities.
- Provide FQHC clinical and operational information to agency leadership and the Board of Health/FQHC governing body and represent GVPH with hospitals, health systems, payers, NC DHHS, HRSA, and other primary-care partners.
- Recognize and maintain the distinct governance of Public Health Programs, including Public Health clinic operations, Public Health laboratory operations, VFC and other Public Health immunization requirements, Public Health Program-specific 340B activities, and NC Division of Public Health requirements. These remain under the Public Health Programs DON unless formally reassigned by the Health Director.

SHARED NURSING GOVERNANCE: The two Directors of Nursing jointly support a consistent standard of professional nursing practice across GVPH. Shared responsibilities include agency-wide nursing practice standards; NC Nurse Practice Act and NC Board of Nursing compliance; core nursing orientation and professional development; agency-wide nursing competency expectations; and coordination of policies, systems, and clinical practices that affect both service lines. Shared governance does not create dual administrative supervision or authorize either Director to independently direct operations within the other Director's assigned service line. Agency-wide standards affecting both service lines are developed collaboratively with the Health Director, Medical Director/Chief Medical Officer, and other appropriate leaders while preserving program-specific regulatory requirements.

CROSS-ASSIGNED AND SHARED STAFF: GVPH may assign nursing and clinical support personnel to work across Public Health Programs and Primary Care/FQHC services. Each employee has one designated administrative supervisory chain and is not subject to dual administrative supervision solely because the employee works across service lines. While working in another service line, the employee follows the operational leadership, approved policies and procedures, clinical workflows, competencies, documentation requirements, and program-specific regulatory requirements applicable to the service being provided. Functional direction during a cross-assignment does not transfer administrative supervisory authority. Performance, competency, safety, or conduct concerns arising during cross-assignment are communicated to the employee's designated administrative supervisor and addressed collaboratively as appropriate.

SHARED SYSTEMS AND RESOURCES: Use of a common facility, electronic health record, laboratory platform, vaccine or medication storage system, equipment, clinical support resource, or shared employee does not by itself transfer programmatic authority from one service line to another. Governance follows the program or service being delivered and applicable regulatory requirements. When a shared system requires one agency-wide process, the Directors jointly develop the process with appropriate medical, compliance, fiscal, IT, and administrative leadership; program-specific requirements are retained when standardization is not appropriate or permissible.

KNOWLEDGE, SKILLS, AND LEADERSHIP EXPECTATIONS

The preferred applicant will possess thorough knowledge of professional nursing practice and ambulatory primary care operations; considerable knowledge of FQHC/HRSA Health Center Program requirements, clinical quality improvement, patient safety, credentialing and privileging, care coordination, clinical workforce management, EHRs, population health management, and value-based care; and an understanding of local health departments and FQHCs within the rural health safety net.

MINIMUM QUALIFICATIONS

A Master's in Nursing and three years of professional nursing experience in primary care, ambulatory care, community health, public health, or a closely related clinical setting, including two years in a supervisory or management capacity; or a B.S. in Nursing and four years of such experience, including two years in supervision/management; or a Master's in Public Health, Health Administration, Business Administration, or closely related field, graduation from a school of professional nursing, and three years of such experience including two years in supervision/management; or graduation from a school of professional nursing and five years of professional nursing experience including substantial related clinical experience and two years in supervision/management; or an equivalent combination consistent with applicable State classification requirements. Current NC RN license, valid driver's license, applicable NC DHHS public health nursing requirements, and current BLS/CPR are required. FQHC/safety-net, HRSA compliance, QI, credentialing/privileging, EHR, UDS, Medicaid/Medicare, and integrated care experience are preferred. Normal working hours are Monday through Friday, 8:30 a.m. to 5:00 p.m. Board meetings, clinical operations, HRSA or State meetings, emergency response, staff needs, and community events may require occasional evening or weekend hours. A contemporary leadership approach to strategy, workforce development, organizational culture, quality improvement, and patient-centered care is expected. Flexibility is encouraged.

COMPENSATION & APPLICATION

GVPH offers paid group medical insurance, N.C. Local Government Employees Retirement System membership, thirteen paid holidays, vacation and sick leave, and voluntary benefits including 401(k), 457(b), dental, life, vision, and flexible spending accounts. Submit a cover letter, completed State application (PD 107), college transcript, and three work-related reference contacts to humanresources@gvph.org or

Human Resources Manager
Granville Vance Public Health
P.O. Box 367
Oxford, NC 27565

SELECTION PROCESS

The process includes a review of qualifications, structured interviews, reference checks on qualified applicants, and successful completion of pre-employment drug screen. This position is open until filled. Initial interviews will be extended on or by October 5, 2026.

GVPH IS AN EQUAL OPPORTUNITY EMPLOYER.