



WHITE EARTH RESERVATION

CHAIRMAN Michael Fairbanks SECRETARY-TREASURER Michael LaRoque
DISTRICT I Henry Fox DISTRICT II Eugene Sommers DISTRICT III Laura Lee Erickson

Job Announcement

Position: Medical Education Administrator-Physician

Location: White Earth, MN

Pay: DOQ

Benefits: Full

Open: 11/06/2023

Close: Until Filled

Status: Full Time

The White Earth Medical Education Administration position provides teaching medical education and training to the White Earth Behavioral Health Division. This position is a leadership position for medical education and policy advisement to the Behavioral Health Division and will assist in development and growth of medical training and education as White Earth builds their Academic Center of Excellence. The Medical Education Administrator will function as a member of a multi-disciplinary team, to provide medical education of clinical mental health provisions of care. Functions as a clinical medical physician with a client caseload while assisting with the development of White Earth's academic education department. Once the academic training department is more developed, employee can expect job duties will shift from more clinically based to administrative.

Position Outcomes:

- Interpret and analyze program medical education requirements, institutional policies and procedures, and data to make recommendations for White Earth Tribal Academic Health Department and medical education development.
- Directs and oversees clinical education and training aspects of the Mental Health Medication Management services of the Behavioral Health Division to meet program objectives and ensure compliance.
- Provides direct patient care face to face and via telemedicine for patients of the behavioral Health Division.
- Serve as direct supervisor for mental health medication prescribers.
- Performs administrative tasks.
- Professionally represents organization in an exemplary manner.

Knowledge, Skills, and Abilities:

- **Ability to work independently with limited supervision.**
- **Ability to work as a respectful team member.**
- **Skilled at project collaboration.**
- **Excellent in organizational skills.**
- **Knowledge of and ability to follow and apply the policies and procedures of the White Earth Tribal Council, White Earth Behavioral Health Services, and the White Earth Board.**

Qualifications:

- **Current licensure as a physician: MD/DO.**
- **Board certified in psychiatry with specialty training preferred.**
- **Active, unrestricted DEA license.**
- **CPR certified.**
- **Valid MN Driver's license and insurance for travel between sites and other related businesses.**
- **Must be able to pass a criminal background check and drug screening.**

Mail Applications to: White Earth Tribal Council
Attention: Personnel
P.O. Box 418
White Earth, MN 56591

Download Applications at: www.whiteearth.com

EEO with Native Preference

A Drug Free Workplace – Tests for alcohol and illegal drug use may be required prior to and during employment.

Background Checks performed.