



Quileute Tribal Council

• QUILEUTE INDIAN TRIBE •

Human Resources Department

P.O. Box 279 • La Push, WA • 98350

(360) 374-4367 | 4366 | 2175 | 6561 • Fax (360) 374-4368



JOB ANNOUNCEMENT

TITLE: Dentist (Full time)
Supervisor: Health Director
Salary: DOE/Q
Opens: Open Until Filled

POSITION SUMMARY:

The Dentist plays an integral role in helping provide high-quality, compassionate care to patients served at the Quileute Health Center and is responsible for working collaboratively with dental assistants and hygienists. The ideal Dentist for this position will have the ability to connect respectfully with patients and community members to carry out responsibilities within the mission of the Quileute Health Center.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Evaluate patients' intraoral & peri-oral hard and soft tissue condition, including caries, endodontic/periodontal pathology, soft tissue, and developmental pathology.
- Diagnose and treat Emergency Dental situations such as toothaches, broken teeth/restorations, dislodged crown/bridges, broken off denture teeth etc.
- Develop patient treatment plan; including Preventative, endodontic, Periodontal, Restorative, Prosthetic and follow up care.
- Refer out complex Endodontic, Surgical and Periodontal treatment (dependent on available funds.) Perform and complete the remaining portion of treatment plan.
- Typically, all, or nearly all of the treatment plans should be done "in house".
- The specific procedures which the applicant is expected to be proficient in and expected to perform are: amalgam and composite restorations, single and double canal Endodontic therapy, extraction of erupted teeth and roots either routinely or simple surgical procedures. Prophylaxis, periodontal scaling & root planning.
- Maintaining accurate patient records and details of consultations.
- Keep current on new techniques and philosophies related to all aspects of the dental field.
- Provide leadership to the office including but not limited to the hygienist and assistants. Indirectly supervise dental support staff in conjunction with Health Director.
- Ensures all dental services are provided in the most cost effective and efficient manner.
- Participates in the development of the dental program budget and works with health administration to assure expenses are aligned with approved costs.
- Provide ongoing training and educational support to the dental assistants and hygienists as needed.
- Participation in community health events, such as school screenings, health fairs, social and community events, etc.
- Other duties as assigned.

KNOWLEDGE, SKILLS AND ABILITIES:

- An interest in working in a trauma informed manner while providing dental care in a rural, coastal tribal village. Providing emergency, preventative, and basic restorative care.
- Comprehensive knowledge of Federal, State and Tribal policies and procedures, regulations and statutes governing the operation of Quileute Health Center Dental Program.
- Knowledge of HIPAA and other laws governing protected health information.
- Consistently maintain clinic patient charts in an appropriate, timely, and complete manner such that dental chart audits can be performed.
- Ability to establish and maintain an effective working relationship with the Quileute Tribal members and various levels of tribal government associates.
- Comprehensive knowledge of principles and practices of team building to foster an environment that embraces collaboration, trust, innovation, and continuous process improvement.
- Strong facilitation and leadership skills.
- Demonstrated experience in planning and development of dental care delivery mechanisms, strategies, standards, and goals.
- Ability to explain complicated patient dental plans in lay terms to patients and/or their families.
- Ability to foster and increase staff educational and learning that will enhance professional development.

MINIMUM QUALIFICATIONS:

- Must have a Graduate degree from an accredited U.S. Dental School. (Transcripts shall accompany application)
- Prefer three (3) years of clinical dental experience (preferably in Indian Health or community clinic setting).
- Must have a Washington State dental license.
- Enrolled and/or eligible as a Medicaid or other third-party insurance provider.
- Must be sensitive to and possess an awareness with keen appreciation of tribal sovereignty, traditions, customs, and the unique socioeconomic needs of the people served.
- A valid Washington driver's license and eligible to be added to Tribe's vehicle insurance.
- Current CPR certification
- DEA Certificate.
- Must pass a drug screening and background check. Must not have prior convictions or any pending cases; cannot have history of violent acts towards others.

The statements contained herein reflect general details as necessary to describe the principle functions of this job, the level of knowledge and skills typically required, and the scope of responsibility, but should not be considered an all-inclusive listing of position requirements. Individuals may perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work periods, or balance the workload. Individual must have good work ethics and daily attendance is a must.

Indian preference will apply. The Quileute Tribe will give hiring preferences to fully qualified Quileute Tribal applicants, then a qualified Native American/Alaskan Native and lastly, other qualified candidates. The Quileute Tribe is an equal opportunity and Affirmative Action Employer.

To attain consideration for Tribal member/Native American preference, applicant must submit a copy of Tribal Enrollment card or CIB which indicates enrollment in a Federally Recognized Native American Tribe

HOW TO APPLY:

Please submit a cover letter, CV/resume, copies of degree, license, CPR and DEA certificates along with a completed Quileute Tribe application to the following address:

The Quileute Tribe
HR Director, Department of Human Resources
P.O. Box 279
La Push, Washington 98350

EXCEPT AS PROVIDED BY THE INDIAN PREFERENCE ACT (TITLE 25 U.S. CODE SECTIONS 472 & 473), The Quileute Tribe does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy and gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.