

The following position is currently available at Janian Medical Care, P.C.

**STREET MEDICINE VAN COORDINATOR**  
**(Full Time/35 hours per week)**

Janian Medical Care, P.C., an affiliate of Center for Urban Community Services (CUCS) seeks a Street Medicine Van Coordinator to join our expanding Division of Primary Care Services. Janian Medical Care provides primary medical care and psychiatric care to homeless and formerly homeless New Yorkers at community based programs including supportive and transitional housing, shelters, and outreach teams. Long recognized as a leader in the development and delivery of on-site psychiatric care, Janian Medical Care has expanded to provide more comprehensive services to people staying on the street, specifically in Manhattan, Brooklyn and Queens. The expansion includes a new medical van to support the provision of medical services to street homeless individuals identified by outreach workers. We are seeking a dynamic, collaborative Street Medicine Van Coordinator, who is dedicated to working with our complex and marginalized patients to both provide primary care and help us shape our developing services.

Janian invites applicants for the Street Medicine Van Coordinator position to work alongside the primary care providers on Janian's Street Medicine Teams in Manhattan, Brooklyn, and Queens coordinating all aspects of the program's mobile Medical Van including driving the van between teams and street locations, coordinating the van's schedule between 3 teams in 3 boroughs (including parking in designated lots), and working with clients being served by the van. The Street Medicine Van Coordinator will collaborate with the Street Medicine providers as well as the outreach programs' social workers and case managers.

The Street Medicine Van Coordinator will work in collaboration with both CUCS and Janian Medical staff, which will include primary care providers, RN's, and social workers. Program services include: street outreach, housing placement, comprehensive health, mental health, and case management services.

**Responsibilities:**

The Street Medicine Van Coordinator will perform administrative duties under the direction of a team of providers. The ideal candidate will also have the interest and ability to participate in certain clinical activities.

Duties include the following:

- Drive street medicine van
- Coordinate street medicine van parking
- Coordinate medical van schedule between teams and locations
- Pick up and delivery of medical supplies to teams and clients, delivery of samples to laboratories
- Cleaning and basic maintenance of van and van equipment

- Coordinate upkeep and repair of van and van equipment when necessary
- Medical supply and equipment maintenance including quality control testing and inventory management
- Communicate with Street Medicine providers about their use of medical van on a day-by-day basis
- Administrative tasks may include: basic intake and collection of client information, insurance coverage verifications, liaising with laboratory and pharmacies as directed by provider, coordinating follow up with outreach staff

For the ideal candidate, additional clinical training and involvement is available. Clinical duties might include the following:

- Taking and recording vital signs
- Preparing patients for examination and performing basic screenings
- Laboratory services including phlebotomy
- EKG exams
- Point-of-care testing as directed by the provider

The Street Medicine Van Coordinator role with Janian is dynamic and includes opportunities to further develop the efficiency of our mobile services and ways to optimize the van's use to better address the health needs of the population we serve. Additional tasks and responsibilities may be requested.

### **Minimum Qualifications:**

- High school graduate or GED
- Valid NY State Driver's License
- Comfort driving in New York City and familiarity with geography of Manhattan, Brooklyn, and Queens
- Medical assistant training completed in a vocational technical high school setting diploma, post secondary medical assistant training program certificate, OR BA with case-management experience
- Familiarity with medical terminology and electronic medical record keeping
- Interest in working with street homeless clients
- Interest in working closely with multiple teams
- CPR certification is a plus but not required
- Must be highly-organized, flexible in workstyle, and have strong independent problem-solving skills
- Strong written and verbal communication
- Knowledge of Microsoft Office applications; email
- Must be willing to travel during the course of the work week to our various locations to work with assigned providers
- Commercial Driver's License Preferred

\*Bilingual-Spanish speaking applicants encouraged to apply. This position is 7:30-3:30pm Monday through Friday with some scheduling flexibility required as the program grows.

If interested, please send resume and cover letter to Abbey Nyamekye  
[\(Abbey.Nyamekye@cucs.org\)](mailto:Abbey.Nyamekye@cucs.org)

- Applicants will only be considered for positions they apply for.
- Janian is an Equal Opportunity Employer and Prohibits Discrimination and Harassment of Any Kind