



Job Opening



POSITION:	Nurse Practitioner / Nurse Midwife
CLASSIFICATION:	Regular, Part-Time (32 hours per week), Hourly, Non-Exempt
LOCATION:	5810 42 nd Avenue North, Robbinsdale, MN 55422
WEBSITE:	https://annexteenclinic.org/
CLOSING DATE:	Open Until Filled

Are you looking for:

- A fun, flexible work environment where you can help shape the future of sexual healthcare in Minnesota and make a positive impact on young people's lives?
- An organization committed to patient-centered care including longer scheduled patient appointment times?
- A predictable work schedule with generous benefits and paid time off?

Who We Are

The Annex Teen Clinic provides sexual health care and education for young adults through age 25 in a friendly, non-judgmental, and comfortable atmosphere. Our services are low-cost, medically accurate, inclusive, and developmentally appropriate. The Annex Teen Clinic has been providing services in Northwest Hennepin County and North Minneapolis since 1971. The Annex is committed to diversity and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.

Why You'll Love Working Here

The Annex Teen Clinic is the industry leader in sexual health and education for young people through the age of 25. We pride ourselves on creating a comfortable, relaxed, and social work environment for mission-driven employees. We provide the full range of birth control methods, STI testing and treatment, pregnancy testing and all-options counseling and referrals, as well as sexuality education. The Annex is a great match for providers who seek a clinic environment with a strong focus on patient-centered care.

Wages & Benefits

\$50 - \$55 per hour; generous paid time off policies; competitive health, dental, life, short- and long-term disability, vision insurance, health savings and flexible spending accounts; agency sponsored retirement plan with immediate vesting, professional development stipend.

A Typical Day in the Life...

A typical day as The Annex's Nurse Practitioner / Nurse Midwife provides an opportunity to provide health care services to patients and might include the following:

Patient Care

- Examining patients, taking medical history, recording results, and making preliminary diagnosis; or deciding on follow-up procedures.
- Administering and ordering diagnostic tests such as wet mounts, urine dips, and blood work, and interpreting test results.
- Performing therapeutic procedures such as intrauterine device insertion and removal, injections, pap smears, and managing infection.
- Exercising professional judgment regarding consultation with supervising physicians concerning appropriate treatment.
- Developing and implementing patient care plans, instructing, and counseling patients, and recording progress.
- Prescribing medications to the extent allowable by state guidelines and clinic regulations.
- Providing general health education regarding matters such as proper diet, family planning, emotional problems of daily living, and health maintenance.
- Assisting the physician with emergency treatments and more complex procedures.

- Documenting accurately and clearly.
- Participating in a team approach to patient care by working cooperatively with others to achieve productivity standards while providing exceptional customer service.

Performance and Collaboration

- Collaborating with Director of Clinical Services and Operations and Clinic Lead to meet clinic goals, productivity benchmarks, and assigned tasks.
- Participating in required medical meetings, conference calls and trainings.

Who You Are

- You hold an advanced degree, minimally a master's degree.
- You hold current BLS (Basic Life Support) Certification for healthcare providers.
- You are currently certified in valid First Aid.
- You have an active, unencumbered state license as a Registered Nurse and APN in Minnesota, and ability to obtain additional state license(s) upon hire.
- You have current national board-certification as an Advanced Practice Nurse, Certified Nurse Midwife or a Physician Assistant.
- You have at least one-year experience in youth development, health education, public health, or related area.
- You have two or more years of related professional experience providing sexual health services, health education, counseling, and referral services with the LGBTQ+ community and other populations at risk for STI infection.
- You can exercise independent judgment and initiative in performing assigned duties.
- You are skilled in communicating effectively, both verbally and in writing.
- You can establish and maintain working relationships with staff, volunteers, community agencies, and diverse populations in race, ethnicity, age, gender, sexual orientation, and socioeconomic status.
- Valid driver's license, access to reliable transportation, and the ability to meet Annex Teen Clinic's driving record requirements. Please note that if the license was **not** issued in the state of Minnesota, you have 60 days after becoming a Minnesota resident in which to apply for your Minnesota driver's license or permit.

COVID-19 Protocols: Annex Teen Clinic strongly encourages employees to receive the COVID-19 vaccine and does not require any employee to be vaccinated. When Annex Teen Clinic work locations are not in areas identified as high community transmission for flu and/or COVID-19, employees are not required to wear a mask while working. We will monitor updates on community transmission rates for both flu and COVID-19 and update our guidelines as necessary.

Please go to the [Annex Job Board](#) to apply through our online applicant tracking system.

Diversity and open expression are fundamental to the work of Annex Teen Clinic. We are passionate about building and sustaining an inclusive and equitable working environment where everyone can belong. Every member of our team enriches our work by exposing us to a broad range of ways to understand and engage with the world, identify challenges, and to discover, design, and deliver solutions. We welcome everyone to apply, especially those individuals who are underrepresented in our sector: individuals who identify as BIPOC, Indigenous or people of culture, LGBTQI+ and gender fluid or gender nonconforming, individuals with disabilities (both seen and unseen), veterans, people of any age or family status. *We encourage you to apply even if you feel like you don't fit 100% of the technical requirements.* Equal Opportunity Employer: All qualified applicants will receive consideration for employment without regard to age, race, color, religion, disability, marital status, national origin, sex, gender identity, sexual orientation, familial status, genetic information or a protected veteran's status.

Our organization has a partnership with Metropolitan Alliance of Connected Communities (MACC) to provide administrative services including management of the recruiting process. If you apply for this position, you may see references to MACC in some online materials.

Annex Teen Clinic participates in E-Verify and will provide the federal government with your Form I-9 information to confirm that you are authorized to work in the U.S. See E-Verify's official poster at https://e-verify.uscis.gov/web/media/resourcesContents/E-Verify_Participation_Poster_ES.pdf. See E-Verify's Right to Work poster at https://www.e-verify.gov/sites/default/files/everify/posters/IER_RightToWorkPoster%20Eng_Es.pdf.

This Organization Participates in E-Verify

Esta Organización Participa en E-Verify



This employer participates in E-Verify and will provide the federal government with your Form I-9 information to confirm that you are authorized to work in the U.S.

If E-Verify cannot confirm that you are authorized to work, this employer is required to give you written instructions and an opportunity to contact Department of Homeland Security (DHS) or Social Security Administration (SSA) so you can begin to resolve the issue before the employer can take any action against you, including terminating your employment.

Employers can only use E-Verify once you have accepted a job offer and completed the Form I-9.

E-Verify Works for Everyone

For more information on E-Verify, or if you believe that your employer has violated its E-Verify responsibilities, please contact DHS.

Este empleador participa en E-Verify y proporcionará al gobierno federal la información de su Formulario I-9 para confirmar que usted está autorizado para trabajar en los EE.UU..

Si E-Verify no puede confirmar que usted está autorizado para trabajar, este empleador está requerido a darle instrucciones por escrito y una oportunidad de contactar al Departamento de Seguridad Nacional (DHS) o a la Administración del Seguro Social (SSA) para que pueda empezar a resolver el problema antes de que el empleador pueda tomar cualquier acción en su contra, incluyendo la terminación de su empleo.

Los empleadores sólo pueden utilizar E-Verify una vez que usted haya aceptado una oferta de trabajo y completado el Formulario I-9.

E-Verify Funciona Para Todos

Para más información sobre E-Verify, o si usted cree que su empleador ha violado sus responsabilidades de E-Verify, por favor contacte a DHS.

888-897-7781

dhs.gov/e-verify



E-VERIFY IS A SERVICE OF DHS AND SSA

The E-Verify logo and mark are registered trademarks of Department of Homeland Security. Commercial sale of this poster is strictly prohibited.

English / Spanish Poster

IF YOU HAVE THE RIGHT TO WORK



DON'T LET ANYONE TAKE IT AWAY

If you have the skills, experience, and legal right to work, your citizenship or immigration status shouldn't get in the way. Neither should the place you were born or another aspect of your national origin. A part of U.S. immigration laws protects legally-authorized workers from discrimination based on their citizenship status and national origin. You can read this law at [8 U.S.C. § 1324b](#).

The Immigrant and Employee Rights Section (IER) may be able to help if an employer treats you unfairly in violation of this law.

The law that IER enforces is 8 U.S.C. § 1324b. The regulations for this law are at 28 C.F.R. Part 44.

Call IER if an employer:

Does not hire you or fires you because of your national origin or citizenship status (this may violate a part of the law at 8 U.S.C. § 1324b(a)(1))

Treats you unfairly while checking your right to work in the U.S., including while completing the Form I-9 or using E-Verify (this may violate the law at 8 U.S.C. § 1324b(a)(1) or (a)(6))

Retaliates against you because you are speaking up for your right to work as protected by this law (the law prohibits retaliation at 8 U.S.C. § 1324b(a)(5))

The law can be complicated. Call IER to get more information on protections from discrimination based on citizenship status and national origin.

Immigrant and Employee Rights Section (IER)

1-800-255-7688

TTY 1-800-237-2515

www.justice.gov/ier

IER@usdoj.gov



U.S. Department of Justice, Civil Rights Division, Immigrant and Employee Rights Section, January 2019

This guidance document is not intended to be a final agency action, has no legally binding effect, and has no force or effect of law. The document may be rescinded or modified at the Department's discretion, in accordance with applicable laws. The Department's guidance documents, including this guidance, do not establish legally enforceable responsibilities beyond what is required by the terms of the applicable statutes, regulations, or binding judicial precedent. For more information, see "Memorandum for All Components: Prohibition of Improper Guidance Documents," from Attorney General Jefferson B. Sessions III, November 16, 2017.



SI USTED TIENE DERECHO A TRABAJAR



NO DEJE QUE NADIE SE LO quite

Si usted dispone de las capacidades, experiencia y derecho legal a trabajar, su estatus migratorio o de ciudadanía no debe representar un obstáculo, ni tampoco lo debe ser el lugar en que usted nació o ningún otro aspecto de su nacionalidad de origen. Existe una parte de las leyes migratorias de los EE. UU. que protegen a los trabajadores que cuentan con la debida autorización legal para trabajar de la discriminación por motivos de su estatus de ciudadanía o nacionalidad de origen. Puede consultar esta ley contenida en la [Sección 1324b del Título 8 del Código de los EE. UU.](#)

Es posible que la Sección de Derechos de Inmigrantes y Empleados (IER, por sus siglas en inglés) pueda ayudar si un empleador lo trata de una forma injusta, en contra de esta ley.

La ley que hace cumplir la IER es la Sección 1324b del Título 8 del Código de los EE. UU. Los reglamentos de dicha ley se encuentran en la Parte 44 del Título 28 del Código de Reglamentos Federales.

Llame a la IER si un empleador:

No lo contrata o lo despide a causa de su nacionalidad de origen o estatus de ciudadanía (esto podría representar una vulneración de parte de la ley contenida en la Sección 1324b(a)(1) del Título 8 del Código de los EE. UU.)

Lo trata de una manera injusta a la forma de comprobar su derecho a trabajar en los EE. UU., incluyendo al completar el [Formulario I-9](#) o utilizar [E-Verify](#) (esto podría representar una vulneración de la ley contenida en la Sección 1324b(a)(1) o (a)(6) del Título 8 del Código de los EE. UU.)

Le toma represalias en su contra por haber defendido su derecho a trabajar al amparo de esta ley (la ley prohíbe las represalias, según se indica en la Sección 1324b(a)(5) del Título 8 del Código de los EE. UU.)

Esta ley puede ser complicada. Llame a la IER para más información sobre las protecciones existentes contra la discriminación por motivos del estatus de ciudadanía o la nacionalidad de origen.

Sección de Derechos de Inmigrantes y Empleados (IER)

1-800-255-7688

TTY 1-800-237-2515

www.justice.gov/crt-espanol/ier

IER@usdoj.gov



Departamento de Justicia de los EE. UU., División de Derechos Civiles, Sección de Derechos de Inmigrantes y Empleados, enero del 2019

Este documento de orientación no tiene como propósito ser una decisión definitiva por parte de la agencia, no tiene ningún efecto jurídicamente vinculante y puede ser rescindido o modificado a la discreción del Departamento, conforme a las leyes aplicables. Los documentos de orientación del Departamento, entre ellos este documento de orientación, no establecen responsabilidades jurídicamente vinculantes más allá de lo que se requiere en los términos de las leyes aplicables, los reglamentos o los precedentes jurídicamente vinculantes. Para más información, véase «Memorandum para Todos Los Componentes: La Prohibición contra Documentos de Orientación Impropias», del Fiscal General Jefferson B. Sessions III, 16 de noviembre del 2017.

