



AMADOR HEALTH CENTER, INC. provides access to vital integrated health and wellness services to our community and promotes dignity one life at a time.

To apply submit letter of interest and resume to Help@amadorhealthcenter.org

All job offers are contingent upon a background check, pre-employment drug screen, COVID-19 test, and COVID-19 and Flu Vaccines Required.

Salary will be commensurate with local wages, experience, and education.

Amador Health Center is a Drug-Free Workplace and an Equal Opportunity Employer *without regard to race, color, religion, sex, gender, gender identity, sexual orientation, national origin, age, disability, or genetics*, dedicated to pursuing a diverse and inclusive workforce.

AMADOR HEALTH CENTER, INC. is a small FQHC dedicated to improving access to inclusive and all-encompassing health services, focusing on the changing needs of our community. We believe that community care should never be conditional, and every person has the right to be seen and treated. At the core are leaders with servant hearts supporting our mission " to provide access to vital integrated health and wellness services and promote dignity one life at a time."

FINANCE DIRECTOR - Full-time

Position Summary

The Finance Director is a strategic thought partner on the senior management team of our growing Community Health Center. They can communicate with a wide variety of individuals with different levels of knowledge and understanding, which include staff and board members. Their team includes a financial accountant and a contracted payroll processor. They report on programmatic strategies and financial strengths and challenges to the Finance Committee of the Board of Directors. The Finance Director should have or will develop a strong background and understanding of medical billing processes and the revenue cycle. They work on providing the outside auditor with the financial data and information for the annual audit. They assist the CEO with the development and management of the health center's financial systems and grants and funding sources. They give valuable input into the direction of the health center's growth and expansion.

Education and/or Credentials

Minimum Qualifications: Bachelor's or master's in business, Accounting, Finance, Government, Public Administration, or Public Health and a minimum of five years' experience in a finance leadership position.

Experience, Knowledge, and Skills

Minimum Qualifications: Two years working in a non-profit, for-profit, or government senior management position. Broad knowledge of finance/operations, including GAAP. Strong financial accounting, business, and leadership skills.

Desired Qualifications: Experience working in a healthcare finance setting and familiarity with medical billing processes. Self-motivated person who wants to make a difference in their community. Able to lead people in a

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productive and effective manner. Training and/or experience in health care finance, grant, and/or human resources management.

Compensation and Benefits

Salary is negotiable and commensurate with experience and education. Employer paid health and dental insurance and contribution to an agency-sponsored 403-B retirement plan. Paid vacation, sick leave, and holidays.

Work Environment

We are a financially stable Federally Qualified Health Center (FQHC) providing comprehensive primary health care (including medical, dental, behavioral health, and substance use services) to a primarily low-income population, including people experiencing homelessness, migrant farm workers, and the LGBTQ+ community. Currently, the Finance Director shares an office with the Finance Accountant.