



Coalition Disaster Preparedness and Response Clinical Nurse Planner

Who We Are:

The Northwest Healthcare Response Network (NWHRN) has a unique and vital role in disaster planning, response and recovery: We lead cross-sector, solution-oriented coordination to build healthcare ecosystem resilience in order to face emergencies, disasters, disease outbreaks, and other disruptive events. This is the heart of our mission during any kind of disruptive event. We envision a future with a resilient healthcare ecosystem that, through collective effort, provides effective and equitable care to all.

We are a local and national leader on multi-hazard healthcare preparedness and response and multi-sector engagement. Our **expertise** centers on developing the relationships, plans and capabilities that are at the core of a coordinated emergency response. Our **approach** to disaster planning and response relies on **both art and science**. We leverage expertise, collaboration, partnerships, innovation and accountability to identify novel approaches to multisector challenges and implement solutions.

We achieve our goals through a commitment to teamwork, collaboration, individual accountability, remaining agile, a dedication to customer service and taking initiative to work through obstacles. We believe in the philosophy and ethos of "We not Me." We seek to foster and maintain a culture of mutual support, growth, and working towards the common good to realize our mission, both internally and externally.

Who You Are:

Our future Clinical Nurse Planner is excited to join a team focused on helping ensure patients receive care in emergencies and disasters through coordination, collaboration and readiness with our healthcare partners. They are eager to support the clinically focused disaster planning with healthcare and community partners across our state.

Our ideal candidate is passionate about our mission and shares our philosophy on organizational culture and approach. They have a high degree of integrity and demonstrate professionalism and personal accountability. They enjoy working with a team and partners who bring diverse backgrounds and skill sets and believe our best outcomes are achieved by working together. They are comfortable with being nimble in a small organization. They are conscientious and mindful of how their actions affect others.

They approach their work by seeking to understand the needs and objectives of others, which then informs how they achieve their objectives. They maintain a growth mindset and are committed to continuous improvement. They seek and provide feedback, and they adapt their approach and expectations accordingly both within the team and with our partners.

Does this sound like you?

Join our skilled, mission-driven, and professional team!



Job Summary:

This position serves as the clinical nurse planner with both preparedness and response roles in supporting multiple healthcare sectors at local, regional and state level and their partners within the NWHRN service area. As a member of the NWHRN clinical advisory team, this position works closely with clinicians, healthcare organizations, public health agencies, emergency management departments, emergency medical services, and NWHRN staff and volunteers to focus on clinical engagement to further preparedness and response.

Their primary focus is to maintain and update clinical surge plans and toolkits, convene and lead clinical workgroups and provide clinical assistance during response. NWHRN clinical planning requires general medical clinical knowledge. Disaster planning and response also includes subspecialty care in the areas of pediatrics, dialysis, surgery, chemical, radiation, burn and infectious disease. Clinical knowledge in one or more of these subspecialty areas is preferred, along with skills in managing multiple projects, collaboration and consensus building. This position will also support the NWHRN Exercise and Training Coordinators, providing clinical input in both internal and external partner drills and exercises. They will be responsible for clinical direction when exercising any NWHRN clinical surge annexes. This position requires managerial level clinical experience in a healthcare setting and will report directly to the NWHRN Sr. Medical Advisor.

Candidates must reside in Central or Eastern Washington.

Essential Functions: In partnership with NWHRN's Senior Medical Advisor to support NWHRN's coalition clinical planning:

Duties & responsibilities include, but are not limited to:

Key Responsibilities:

- Develop, support, revise and maintain NWHRN's clinically-focused disaster response plans and sub-specialty Annexes
- Provide clinical advisory subject matter expertise to drills and exercises supported by NWHRN
- Review and evaluate clinical planning efforts to ensure alignment with local, regional, statewide and healthcare health care partner plans
- Develop a schedule/cycle for clinical plans and tools and assist with review and updates.
- Organize, lead and/or participate in committees and meetings that support clinical planning and response
- Build and maintain subject matter awareness of best practices in healthcare preparedness and response topics including the ability to research and critically review the literature especially as it relates to clinical engagement in emergency or disaster response
- Support the Sr. Medical Advisor in the development, revision and maintenance of healthcare surge and scarce resource mitigation strategies and guidance to assist healthcare organizations & providers



Participate in NWHRN emergency response activities

- Support NWHRN response activities by directly reporting to the Senior Medical Advisor and assisting with clinical engagement to support response needs. Rotate primary clinical response role with the Sr. Medical Advisor
- Rotate call with the Sr. Medical Advisor to support incoming clinical advisory requests outside of NWHRN business hours. Maintain readiness and qualifications to serve as a member of NWHRN response team to support healthcare when impacted by a disaster and/or heightened activity.

Required Qualifications

- Bachelor's degree, RN, PA, NP with active US license and at least 2-3 years managerial experience in healthcare, preferably with experience in disaster planning and response
- Reside in Central or Eastern WA for at least 3-5 years
- Maintain active healthcare involvement
- Maintain active licensure
- Knowledge of hospitals and healthcare organizations or systems in Washington State
- Experience writing, developing and/or implementing plans and projects preferred
- Excellent verbal and written communication and time-management skills
- Excellent organizational skills and attention to detail
- Excellent facilitation skills
- Experience with stakeholder stewardship and management
- Demonstrated ability to handle multiple projects simultaneously and prioritize effectively with competing deadlines and time constraints.
- Experience leading multi-stakeholder coordination and planning initiatives together to develop, write, and operationalize healthcare plans, procedures or protocols
- Experience and participation in healthcare exercises and drills
- Demonstrated ability to build and maintain good working relationships with staff, stakeholders, partners and clinicians
- Personal qualities of integrity, credibility, and commitment to the Network's mission.
- Proficient with Microsoft Office Suite (or related software)

Preferred Qualifications

- Knowledge of patient safety and quality practices
- Basic understanding of Incident Command System (ICS) response structure



Key Performance Indicators – Foundational Attributes to Our Success

The following are performance measures that are foundational to every role at NWHRN. They are critical to each individual role and our organizational success. They reflect our team and organizational values and the guiding behaviors that shape how we do our work and achieve our mission. While these KPIs may manifest differently for each role, they are essential aspects of our culture of continuous improvement.

- Stewardship
- Teamwork
- Initiative
- Flexibility
- Accountability
- Communication
- Customer Service
- Leadership

Position Type: Part-time .6 FTE, exempt, non-overtime eligible position

Reports to: Senior Medical Advisor

Starting salary range: \$52,002 - \$63,720 annually for .6FTE

New hire initial salary is expected to be within the hiring salary range. Actual salary will depend on experience and skills. The full salary grade range allows for compensation increases over time beyond the initial starting salary range.

Benefit Highlights:

- 100% employer paid Medical, Dental and Vision insurance for employees: 75% employer paid insurance for each dependent.
- Paid vacation, sick leave, holidays, and personal days.
- Retirement plan with employer match up to 4% of gross salary.

Location: Remote position in NWHRN's Central or Eastern Washington service area (east of Cascade mountains within Washington state); some travel to in-person meetings will be required.

Work equipment:

NWHRN supplies a work-issued laptop, cell phone and equipment to perform essential job functions.

Physical Requirements:

Prolonged periods sitting at a desk and working on a computer. Must be able to lift up to 25 pounds at times.

To apply:

Please send a cover letter indicating interest in the position and resume to: hr@nwhrn.org with the subject line title: **"Coalition Clinical Nurse Planner"**

Applications will be reviewed on a rolling basis. Questions may be answered via email. Please send all questions to: hr@nwhrn.org. *NWHRN is an equal employment opportunity employer*