

**LITTLE SISTERS OF THE ASSUMPTION FAMILY HEALTH SERVICE
333 EAST 115th STREET
NEW YORK, NY 10029**

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Position Available: Administrator/Director of Patient Services

From the beginning, Little Sisters of the Assumption Family Health Service (LSAFHS) had a vision: that the inherent strength of families is a bedrock on which to build. When we opened in 1958, in East Harlem, our primary focus was on providing skilled nursing care to poor families in their own homes - especially to pregnant women, new parents and their babies, and the elderly homebound and infirm. The Agency services have expanded to include early childhood and adult non traditional education, advocacy and family preservation. Over the past 50 years our Mission has strengthened and deepened and the nursing program continues as a core service.

At this time, we are recruiting for an Administrator/Director of Patient Services to manage the Certified Home Health Agency and the agency's health related services.

The Administrator/Director of Patient Services assists the governing authority with executing the responsibilities for the administration, operation and management of the Certified Home Health Agency; works closely with the Agency Chief Executive Officer and provides leadership and direction to assure that the program is consistent with community needs, meets professional standards and is in accord with LSAFHS Mission, philosophy and goals; assures that organizational policies and procedures are consistent with effective management, licensing and regulatory requirements. Registered Nurse with license to practice in New York, Masters Degree in Nursing or Public Health and a minimum of 3 years experience in community health in a management role preferred.

The ideal candidate for the position will not only have the requisite professional skills but also have a vision for the future of community and preventive health practice. The Agency provides a very supportive work environment and the work itself is challenging, rewarding and wonderful.

For more information, please contact Gary Carter @ gcarter@lsafhs.org