



Human Resources
P.O. Box 400
Okmulgee, OK 74447

POSITION: Optometrist-Okemah Clinic
VACANCY ANNOUNCEMENT: CN-18-174

STARTING SALARY: Negotiable
CLOSING DATE: Open Until Filled

The Muscogee (Creek) Nation Department of Health (MCNDH) provides comprehensive health care services to Native Americans living within the Muscogee (Creek) Nation. MCNDH is an integrated system of six health centers, an Express Care Clinic, two hospitals, a physical rehabilitation center and nine comprehensive community health programs Offering services across the lifespan including pediatrics, family medicine, nursing, dental, laboratory, radiology, pharmacy, behavioral health, emergency medical, audiology, nutrition, physical therapy and optometry.

DESCRIPTION OF ASSIGNMENT: The purpose of the position is to provide quality optometric care services to patients at the assigned Health Center.

REQUIREMENTS: Candidates must meet the following requirements:

O.D. degree received from an accredited college of Optometry. A minimum of one (1) year relevant experience. Valid license by the State of Oklahoma to practice Optometry.

EVALUATION METHODS: Applicants who meet the requirements described above will be evaluated to determine the extent to which they possess or have the potential to acquire knowledge, skills, abilities and personal characteristics, (KSAP's) required of this position. Applicants should address the following KSAP's on a separate attachment to their application.

1. Professional knowledge of the principles and practices of organization and management as they relate to optometric care delivery programs, administration procedures; practice of the method and techniques of program administration and evaluation.
2. Knowledge and skill to direct the Eye Clinic toward achieving its established goals and objectives while raising the health status of the resident Indian population through the integration of optometric care delivery.
3. Knowledge and skill in administrative, program or managerial experience in areas such as support services, financial management, budget, personnel management, planning and contracting management analysis.
4. Ability to communicate courteously and effectively with patients and their families, medical and administrative staff, health care professionals, and the general public both orally and in writing.

APPLICATION PROCEDURES: Apply online at [Department of Health Application](#).(Current employees must use a transfer request form available on the intranet home page under forms). The KSAP's as outlined in the Evaluation Methods section should be addressed, but are not required. For further information call Jeremy Smith at (918) 732-7828. The Department of Health is an Equal Opportunity Employer; however, Indian Preference will be applied in the case of equally qualified applicants.

Staffing Coordinator

Date