



655 Broad Street
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p 401.274.6347
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www.rifreeclinic.org

Rhode Island Free Clinic PAP AmeriCorps VISTA

POSITION

The Rhode Island Free Clinic (www.rifreeclinic.org) is nationally recognized for its volunteer/community partner model. In 2023 the Clinic mobilized an active statewide corps of over 450 medical volunteers, support professionals, and community partners throughout RI to provide over 8,500 patient visits and serve as a medical home to uninsured, low-income RI adults. We believe in strengthening our community by giving people resources and education to help themselves. The Clinic also serves as a training site for aspiring healthcare professionals. Services and training are provided at the Clinic's state-of-the-art, 8,000 square foot facility in Providence, and around RI at sites of collaborating partners.

The Clinic seeks a highly motivated *Patient Assistance Program AmeriCorps VISTA* to increase philanthropic support for the Clinic's comprehensive health services for low-income, uninsured adults. The Rhode Island Free Clinic Patient Assistant Program (PAP) VISTA will collaborate with RI Free clinic staff, volunteers, and stakeholders to create a sustainable pharmaceutical Patient Assistance Program (PAP) to ensure patients have access to free or reduced-cost medications. This position offers a unique opportunity to thrive in the Clinic's highly professional, personable, and dynamic volunteer model, while making a huge impact on the long-term health and well-being of low-income uninsured Rhode Island residents.

DUTIES

- Review and assess the clinic's existing PAP program including processes, effectiveness, and current partnerships.
- Identify gaps and opportunities for improvement within the current program.
- Research best practices and external models for PAP programs that could be adapted to the clinic's needs.
- Develop training materials, process guides, and outreach resources for staff and volunteers.
- Create a resource library to ensure PAP program sustainability.
- Prepare and present a recommendation report, including strategies for sustainability and potential program improvements.
- Partner with clinic leadership to identify and create additional partnerships for increased access to low or no-cost medications.
- Train staff and volunteers on the PAP program materials and processes.

QUALIFICATIONS & EXPERIENCE

- Commitment to the Clinic's mission, volunteer model, and service to the uninsured
- Self-starter with demonstrated initiative and interest in health equity and healthcare access
- Attention to detail, with excellent analytical, organizational, and written and oral communication skills
- Flexible and capable problem solver with entrepreneurial, can-do spirit
- Creative thinker, enthusiastic people person & **team player** with the ability to work independently as well as part of the larger team
- Ability to thrive and prioritize in a fast-paced environment
- Familiarity with eCW or similar EMR preferred, but not required
- Spanish-speaking preferred, but not required



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- Pharmacy tech license preferred, but not required

BENEFITS:

- Modest living stipend
- Access to Healthcare through AmeriCorps VISTA national program
- Childcare (if eligible)
- Professional development and training
- [Non-Competitive Eligibility](#)
- End of Service Award (members can chose between a Segal Education Award (valued at approximately \$7,395) to pay for a range of education expenses or a \$1,800 cash stipend)
- Relocation Allowance (if moving over 50+miles)
- Student Loan Forbearance for Qualified student loans

TO APPLY:

- Email **Amy Albert**, Rhode Island Free Clinic Workforce Development Director at aalbert@rifreeclinic.org with a **resume** and **cover letter**.

The Rhode Island Free Clinic provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.