
Karuk Community Health Clinic

64236 Second Avenue
Post Office Box 316
Happy Camp, CA 96039
Phone: (530) 493-5257
Fax: (530) 493-5270

Karuk Tribe**Administrative Office**

Phone: (530) 493-1600 • Fax: (530) 493-5322
64236 Second Avenue • Post Office Box 1016 • Happy Camp, CA 96039

Karuk Dental Clinic

64236 Second Avenue
Post Office Box 1016
Happy Camp, CA 96039
Phone: (530) 493-2201
Fax: (530) 493-5364

Vacancy Announcement

Title:	Registered Nurse (RN)
Reports To:	Medical Director
Location:	Happy Camp, CA
Assigned Work Location:	Medical Clinic (Happy Camp, CA)
Salary:	\$40.00- \$50.00 per hour/ DOE
Classification:	Full Time, Regular, Exempt, Non-Entry Level
Summary:	The Registered Nurse (RN) provides comprehensive nursing services in the Medical Clinic and community-based settings under the direction of the Medical Director. The RN collaborates with physicians, nurse practitioners, physician assistants, Public Health Nurses, and other healthcare professionals to deliver high-quality, patient-centered care. This position supports clinical operations, supervises assigned staff, participates in quality improvement and accreditation activities, and ensures compliance with Accreditation Association for Ambulatory Health Care (AAAHC) standards. The RN provides direct patient care, staff education, and care coordination across the lifespan.

Application Deadline: Open until filled

Applications are available at all Tribal Offices or on the Internet at www.karuk.us The Karuk Tribe's (TERO) Preference and Drug & Alcohol Policy apply. If selected applicants must successfully pass a drug screening test and be willing to submit to a criminal background check.

Job descriptions are available online at: www.karuk.us or by contacting the Human Resources, Telephone (530) 493-1600 ext. 7034 / 2043, Fax: (855) 437-7888, Email: humanresources@karuk.us

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POSITION DESCRIPTION

Title: Registered Nurse (RN)

Reports To: Medical Director

Location: Yreka, CA/ Happy Camp, CA/Orleans, CA

Assigned Work Location: Medical Clinic (Yreka, CA/ Happy Camp, CA/ Orleans, CA)

Salary: \$40.00- \$50.00 per hour/ DOE

Classification: Full Time, Regular, Exempt, Non-Entry Level

Summary: The Registered Nurse (RN) provides comprehensive nursing services in the Medical Clinic and community-based settings under the direction of the Medical Director. The RN collaborates with physicians, nurse practitioners, physician assistants, Public Health Nurses, and other healthcare professionals to deliver high-quality, patient-centered care. This position supports clinical operations, supervises assigned staff, participates in quality improvement and accreditation activities, and ensures compliance with Accreditation Association for Ambulatory Health Care (AAAHHC) standards. The RN provides direct patient care, staff education, and care coordination across the lifespan.

Responsibilities:

1. Ensures that all nursing protocols for triage, treatments, referrals and immunizations are appropriate to patient services and staffing levels.
2. Observes, assesses, and documents patient behavior, health history, and treatment plans.
3. Consults with providers and clinic staff to develop and implement appropriate treatment plans.
4. Directs and supervises nursing staff, medical assistants, and other assigned clinic personnel.
5. Provides guidance, mentoring, and direct patient care services as needed, including review of treatment plans in the absence of a provider.
6. Adjusts to fluctuations in patient volume, acuity, and operational demands while maintaining quality of care.
7. Ensures effective staff utilization to meet workload and staffing requirements.
8. Consults with the Medical Director and submits reports as required using the Electronic Records System (EHR) or other approved systems.
9. Coordinates meetings and provides ongoing staff education and training in collaboration with the Public Health Nurse (PHN).
10. Maintains a positive interdepartmental work environment that promotes teamwork and patient satisfaction.

11. Participates in Accreditation and Continuous Quality Improvement (ACQI) activities and ensures compliance with AAAHC standards.
12. Provides medical, outreach, and healthcare-related services in clinics, homes, schools, job sites, and other community locations within the Tribe's service area.
13. Adheres to Tribe's and Program's confidentiality and personnel policies.
14. Be available for local and out of the area travel as required for job related training and various activities.
15. Attends all required meetings, trainings and functions.
16. Be polite and maintain a priority system in accepting other job-related duties, as assigned.

Qualifications:

1. Demonstrates courtesy, tact, and professionalism when interacting with patients, families, staff, and health care professionals.
2. Demonstrated leadership, communication, interpersonal, organizational, and evaluation skills.
3. Demonstrated ability to work effectively with Native American youth and family members in culturally diverse environments.
4. Displays the ability to establish and maintain harmonious working relationships with other employees and the public.
5. Demonstrates the ability to manage time well and work under stressful conditions with an even temperament.
6. Demonstrated ability to understand and follow oral and written instructions.

Requirements:

1. Must possess and maintain a valid California Registered Nursing License.
2. Must have a minimum of two (2) years of nursing experience in a clinic or ambulatory care setting.
3. Must have current Basic Life Support (BLS)/ Cardiopulmonary Resuscitation (CPR) certification (including adult, child and infant CPR).
4. Must have the ability to obtain Pediatric Advanced Life Support (PALS) and Adult Cardiac Life Support (ACLS) as required.
5. Must have the ability to work with and manage electronic patient records, including extracting and analyzing reports.
6. Must have strong written and verbal communication skills with sound problem-solving and analytical abilities.
7. Must adhere to Confidentiality and Health Insurance Portability and Accountability Act (HIPAA) policies.
8. Must provide documentation of immunity to measles, and rubella, or become vaccinated with the recommended vaccines and hepatitis B vaccine and testing for Tuberculosis (TB) upon hire and per National Centers for Disease Control (CDC) guidelines as required. Must have an annual health exam and a flu immunization and a COVID-19 vaccination or exemption as required.
9. Must be a self-starter, well organized, and willing to learn new skills.
10. Must possess valid driver's license, good driving record, and be insurable by the Tribe's insurance carrier.

11. Must successfully pass a pre-employment drug screening test.
12. Must adhere to required pre-employment background check, crim check and FBI fingerprints. Additionally, (IF applicable): Investigation of character as required by the Indian Child Protection and Family Violence Act (ICPFVP). The minimum standards require an investigation that shall include: a check of fingerprint files of the Federal Bureau of Investigation (FBI) and to appropriate local law enforcement agencies. The applicant must not have been found guilty of, or entered a plea of no contender or guilty plea to any felonious offenses or two or more misdemeanor offense under Federal, State, or Tribal law involving crimes of violence; sexual assault, molestation, exploitation, contact or prostitution; crimes against persons; an offense committed against children.

Tribal Preference Policy: In accordance with the TERO Ordinance 93-0-01, Tribal Preference will be observed in hiring.

Veteran's Preference: It shall be the policy of the Karuk Tribe to provide preference in hiring to qualified applicants claiming Veteran's Preference who have been discharged from the United States Armed Forces with honorable and under honorable conditions.

Committee Approved: February 25, 2026

Employee Signature: _____ **Date:** _____

Form Approved by Council 11/20/25