San Pasqual Economic Development Corporation
Job Vacancy

Position Title: Licensed Practical Nurse (LPN)	**Posting Date: 10/22/2026**
Position Reports to: Nurse Practitioner	**Employment Category: Full-Time/Exempt**
Salary: Commensurate with Experience	**Closing Date: Until Filled**

POSITION SUMMARY

The Licensed Practical Nurse (LPN) will provide direct care and treatment and promote the general welfare of patients at the San Pasqual Health Clinic. The LPN will assist the outpatient ambulatory care team in supportive tasks, demonstrating technical proficiency in patient care while promoting health and wellness.

PRINCIPAL DUTIES AND RESPONSIBILITIES

- Assists the medical team in implementing protocols, procedures, and programs to improve the overall health and safety of patients and staff.
- Collects patient health information and collaborates in assessing patient health status by assisting with patient flow, taking vital signs, reviewing medical histories, collecting specimens, and administering medications, injections, and vaccinations under the direction of the Nurse Practitioner and within the scope of professional licensure.
- Develops and facilitates health and wellness education and counseling to promote, achieve, and maintain optimal patient health, as delegated.
- Establishes, maintains, and documents therapeutic relationships with patients through individual and small group interactions.
- Establishes constructive relationships with patients, families, and healthcare staff and promotes positive communication and teamwork.
- Assists with patient intake and completes clinical reminders.
- Ensures necessary medical supplies are available for required procedures and treatments by maintaining inventory records and monitoring supply levels.
- Maintains a clean, safe, and organized clinical environment and follows established infection prevention and control procedures.
- Monitors medical equipment and supplies, identifies equipment requiring maintenance or repair, and reports concerns to the appropriate supervisor.
- Supervises and coordinates the daily activities of assigned clinical support staff to ensure efficient clinic operations and quality patient care.
- Provides guidance, training, and support to assigned staff regarding clinic procedures, patient care standards, and established policies.
- Demonstrates cultural sensitivity and respect for Tribal traditions, values, and the diverse backgrounds of patients and their families.

- Participates in staff meetings, required training, quality improvement initiatives, and other activities supporting effective clinic operations.
- Maintains patient confidentiality and safeguards protected health information in accordance with HIPAA, applicable privacy regulations, and Tribal policies.

Nothing in this job posting restricts management's right to assign or reassign applicable duties and responsibilities for this position at any time.

QUALIFICATIONS, SKILLS, AND EXPERIENCE

REQUIRED EDUCATION AND EXPERIENCE:

- Must be a graduate of an accredited practical or vocational nursing program.
- Minimum of three (3) years of nursing experience in an outpatient or ambulatory clinic, hospital, or comparable healthcare setting.
- Must possess a current, active, and unrestricted Licensed Practical Nurse (LPN) or Licensed Vocational Nurse (LVN) license issued by a recognized state licensing authority within the United States, in accordance with applicable federal and Tribal licensing requirements.
- Must possess and maintain current Basic Life Support (BLS) certification from the American Heart Association or an equivalent recognized provider.
- Must demonstrate a working knowledge of clinical standards and patient-centered care.
- Must maintain professional knowledge and skills by attending appropriate service and continuing education programs.
- Must complete HIPAA privacy and security training upon hire and annually thereafter, in accordance with applicable laws and Tribal policies.
- Must possess a valid state driver's license.
- Must successfully pass a comprehensive background investigation, including a Public Law 101-630 background investigation, as applicable, and pre-employment and random drug testing in accordance with Tribal policy.

REQUIRED KNOWLEDGE, SKILLS, AND COMPETENCIES

- Demonstrated leadership and supervisory skills, including the ability to direct, train, and evaluate assigned staff.
- Ability to effectively delegate tasks within applicable professional scopes of practice and established clinic policies.
- Ability to resolve workplace concerns, promote teamwork, and maintain a professional work environment.
- Knowledge of nursing care principles, practices, and procedures.
- Ability to apply sound nursing judgment in patient care management decisions.
- Ability to communicate effectively with patients, understand their concerns, and report clinical observations to appropriate healthcare providers.
- Knowledge of available healthcare and health maintenance programs and resources
- Ability to maintain strict confidentiality in accordance with HIPAA, the Privacy Act, and applicable Tribal policies.
- Proficiency in basic computer applications, including Microsoft Office (Word, Excel, and Outlook), internet-based applications, and electronic documentation systems.
- Knowledge of infection prevention and control procedures, workplace health and safety practices, and applicable OSHA regulations.

PREFERRED KNOWLEDGE, SKILLS, AND COMPETENCIES:

- Experience working in a primary care clinic, community health center, or Tribal healthcare setting.
- Knowledge of healthcare quality assurance, patient safety standards, and clinical documentation requirements.
- Knowledge of Native American cultures and culturally appropriate healthcare delivery.
- Experience working with Tribal health programs, Tribal governments, or Native American communities.
- Prior supervisory or leadership experience in a healthcare setting.

WORK ENVIRONMENT

- Work is primarily performed in a healthcare clinic setting.
- May be exposed to infectious diseases, bloodborne pathogens, bodily fluids, airborne particles, cleaning chemicals, and other potential workplace hazards.
- May encounter medical emergencies, emotionally stressful situations, and patients experiencing physical or emotional distress.
- Must follow established safety protocols, infection prevention and control procedures, and proper use of personal protective equipment (PPE).
- The noise level in the work environment is generally moderate.

PHYSICAL REQUIREMENTS

- Must be able to stand, walk, and sit for extended periods of time.
- Must be able to frequently use hands and fingers to handle medical equipment, administer treatments, and perform clinical procedures.
- Must be able to occasionally bend, stoop, kneel, crouch, and reach with hands and arms.
- Must be able to occasionally lift and/or move up to fifty (50) pounds, with or without reasonable accommodation.
- Must be able to assist patients with mobility and positioning, using appropriate equipment or assistance when necessary.
- Must have sufficient visual ability to read medical records, medication labels, and monitor patient conditions.
- Must be able to communicate effectively with patients, families, and healthcare staff.

Individuals interested in applying for this position may submit their resume by email to hr@sanpasqualtribe.org or apply in person at 16400 Kumeyaay Way, Valley Center, CA 92082.

In accordance with the San Pasqual Band of Mission Indians' Policies and Procedures, preference in hiring, transfers, and promotions shall be given to qualified applicants in the following order: 1. San Pasqual Band of Mission Indians Tribal Members. 2. Spouse of an enrolled Tribal Member who contributes to the household 3. San Pasqual Band of Mission Indians Lineal Descendants. 4. Other Native Americans 5. Non-Native Americans