San Pasqual Economic Development Corporation
Job Vacancy

Position Title: Medical Director (Physician)	**Posting Date: 10/21/2026**
Position Reports to: Chief Executive Health Director	**Employment Category: Part-Time/Exempt**
Salary: Commensurate with Experience	**Closing Date: Until Filled**

POSITION SUMMARY

The Medical Director (Physician) is responsible for providing a full range of medical care to patients in an outpatient clinical setting, including examining, diagnosing, and treating patients in accordance with the Tribal Health Agreement. The Medical Director also provides clinical leadership to a team of healthcare professionals in the delivery of programs, services, and activities (PSAs) outlined in the Tribal Health Plan.

PRINCIPAL DUTIES AND RESPONSIBILITIES

- Participates in meetings to develop, review, and evaluate medical programs, services, and activities (PSAs) to improve the quality of patient care and health outcomes.
- Participates in community health activities and projects to develop programs and services that address community and healthcare needs.
- Evaluates patient needs and makes appropriate referrals to hospitals, specialists, and other healthcare providers for services not available at the clinic.
- Develops appropriate treatment plans, including prescribing medications, ordering diagnostic tests, and coordinating follow up care based on patient needs.
- Educates patients on prescribed treatments and general preventive care.
- Maintains accurate, complete, and timely patient medical records using the clinic's Electronic Health Record (EHR) system.
- Adheres to all applicable clinic policies, procedures, and clinical protocols.
- Promptly completes and authorizes medical orders, forms, and other documentation related to patient care, as appropriate.
- Provides clinical oversight of medical programs and advises the Chief Executive Health Director on clinical care policies, procedures, and directives.
- Provides clinical supervision and guidance to professional medical staff in the delivery of programs, services, and activities (PSAs).

Note: 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 medical school and possess a valid license to practice medicine in the State of California or be eligible to obtain licensure prior to employment.
- Must be board certified.
- Must be eligible for coverage under the clinic's professional medical liability insurance or other designated malpractice coverage.
- Minimum of ten (10) years of clinical experience in a hospital, outpatient, or ambulatory healthcare setting.
- Must maintain all required professional licenses and certifications and participate in continuing medical education as required.
- Demonstrated ability to foster teamwork, communication, and collaboration among physicians and other healthcare professionals.
- Experience in the development, implementation, or oversight of disease management programs.
- Working knowledge of clinical standards, patient-centered care, primary care services, and clinical operations in a healthcare setting.
- 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

- Ability to maintain strict confidentiality in accordance with HIPAA, the Privacy Act, and applicable Tribal policies.
- Ability to analyze and evaluate the delivery of evidence based, patient-centered care.
- Ability to collect, track, analyze, and evaluate clinical data to assess patient care and outcomes.
- Ability to identify deficiencies in clinical services and recommend appropriate quality improvement measures.
- Demonstrated ability to lead, mentor, and provide guidance to professional medical staff.
- Strong communication, leadership, and decision-making skills within a healthcare setting.
- Ability to apply critical thinking, logic, and reasoning to evaluate alternative solutions and make sound clinical decisions.

PREFERRED KNOWLEDGE, SKILLS, AND COMPETENCIES:

- Two (2) years of clinical supervisory or leadership experience in a healthcare setting.
- Experience developing and implementing standardized clinical practices and procedures to ensure consistent, high-quality patient care.
- Experience developing and implementing clinical quality improvement plans.
- Knowledge of Native American cultures and culturally appropriate healthcare delivery.
- Experience working with Tribal health programs, Tribal governments, or Native American communities.

WORK ENVIRONMENT

- Work is primarily performed in a healthcare clinic and professional office setting.
- May be exposed to infectious diseases, bloodborne pathogens, bodily fluids, airborne particles, cleaning chemicals, and other potential workplace hazards while providing or overseeing patient care.
- 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

- Ability to walk, sit, stand, reach, bend, and stoop, as required to perform the essential duties of the position.
- Must be able to occasionally lift and carry up to ten (10) pounds.
- Ability to use a computer, keyboard, and other office equipment to perform essential job duties.
- Must possess fine motor dexterity and hand-eye coordination necessary to perform the essential functions of the position.

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