



San Francisco Department of Public Health

Grant Colfax, M.D.
Director of Health

City and County of San Francisco
London N. Breed
Mayor

CLASSIFICATION AND TITLE: 2232 - Medical Director San Francisco City Clinic (SFCC)

JOB DESCRIPTION: The Department of Public Health's **Disease Prevention and Control Program** is accepting applications for **1 Full-Time** position in class **2232 to serve as the Medical Director of the San Francisco City Clinic within the HIV/STI Prevention Section of the Disease Prevention and Control Branch.**

San Francisco City Clinic (SFCC) is a municipal sexually transmitted infection (STI) clinic that offers comprehensive sexual health services including STI and HIV screening, diagnosis and treatment; HIV primary care; biomedical HIV and STI prevention; contraception counseling and initiation; overdose prevention and behavioral health services. SFCC is also an educational site for medical, nursing and nurse practitioner students, and for residents and fellows. SFCC has a long-standing applied public health research program with a focus on HIV/STI prevention, HIV/STI diagnostics and STI treatment.

The Medical Director of SFCC will provide leadership, clinical consultation, and guidance to the clinical practice workforce at SFCC, and will oversee quality and program improvement activities at the clinic. They will also participate as a member of the HIV/STI leadership team and serve as a subject matter expert for citywide HIV/STI prevention efforts.

We are dedicated to eliminating health disparities and becoming an anti-racist organization focused on prioritizing racial justice and equity in healthcare. We are striving to promote an inclusive work environment that is aware of and responsive to bias and privilege. We aim to build trust among staff from different backgrounds, provide opportunities for professional development and advancement, and actively recruit and retain a diverse work force at all levels.

LOCATION: 356 7th Street, San Francisco, CA

SCHEDULE/SHIFT: Fulltime, 40 hours/week. Mon, Wed, Thurs, Fri, 8-5; Tuesday 10AM-7PM

SPECIAL CONDITION (if any): None

ESSENTIAL DUTIES: Under general supervision of the STD Controller, the Medical Director of SFCC will perform the following duties:

- Plans, organizes, directs and is responsible for the overall operation of the clinic;
- Supervises and supports the professional development of medical staff, nurse manager, social worker, and other members of the health center's management team;
- Oversees the clinic's quality improvement, quality management and care experience programs;



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- Oversees implementation and evaluation of clinical innovation in the field of HIV and STI prevention, STI diagnostics and STI treatment at SF City Clinic, and helps to disseminate best practices in sexual health care throughout the San Francisco Health Network and citywide
- Participates in and supports initiatives to recruit, hire, and develop health care providers from underrepresented groups (e.g., race/ethnicity, sexual orientation, gender, and gender identity);
- Supervises staff (including assignment of job duties and responsibilities, scheduling and coverage, annual performance appraisals, conflict resolutions, disciplinary procedures, and daily problem solving)
- Addresses issues of workplace equity and inclusion;
- Participates in grant management where applicable;
- Participates in developing and managing partnerships with community-based organizations, including identifying and responding to the health needs of the community;
- In collaboration with the STD controller, helps implement and oversee research activities at the clinic
- Conducts meetings and provides trainings on clinical topics, policies, and procedures;
- Provides clinical consultation and backup to nurse practitioners and other clinical staff; spends 30% of time providing direct clinical care;
- Provides additional clinical consultation and coverage as needed; particularly in difficult and complicated cases;
- Performs other duties as assigned

DESIRED QUALIFICATIONS (if any):

- Subspecialty Board certified or board eligible in infectious diseases
- HIV clinical specialty certification and experience and programmatic expertise in HIV prevention
- MPH or equivalent experience in public health.
- Two years of progressively responsible experience performing management, coordination, planning and evaluation.
- Expertise in implementation science
- Participation in successful grant applications for HIV, STI, HCV or communicable disease prevention research
- Experience supervising clinical or administrative staff
- Demonstrated success engaging communities disproportionately affected by communicable diseases, including STIs and HIV
- Excellent communication skills, including writing and public speaking skills.
- Ability to work as part of a team, to prioritize and handle multiple tasks and work independently in a high-pressure environment.



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- Excellent problem-solving skills and good judgment.
- Experience working with diverse communities, including Black/African American, Latinx, AAPI, LGBTQ+, persons experiencing homelessness
- Ability to interact effectively with the medical and administrative staff, patients and family members, government officials, community representatives and the general public.
- Commitment to providing first-class care and service to all members of the DPH service population, with heightened sensitivity and awareness to racial, ethnic, and culturally diverse members of the DPH's workforce and patient populations.
- Desire and commitment to lead and participate in antiracism, racial justice, and equity work that impacts quality of patient care, and improvements in employee experiences; along with the commitment and fortitude to push and drive change in these areas.