

# **MACT HEALTH BOARD, INC.**

## **JOB DESCRIPTION**

POSITION TITLE: DENTIST  
STATUS: EXEMPT  
DEPARTMENT: DENTAL  
SUPERVISOR: DENTAL DIRECTOR  
SALARY RANGE: MPS 16

### **POSITION SUMMARY:**

The Dentist is responsible for the delivery of quality Dental Services in the ambulatory health care environment. These services will be provided in a manner consistent with guidelines established by the organization, State, and Federal guidelines and regulations.

The position requires an awareness and keen appreciation of American Indian traditions, customs, and socioeconomic needs and the ability at all times to meet and deal effectively in contacts with Indian health organizations which requires tact, courtesy, discretion, resourcefulness and good judgment in handling functions of a sensitive nature.

### **PRIMARY RESPONSIBILITIES:**

1. Monitors the quality assurance activities pertaining to dental services at designated site.
2. Develops and coordinates all oral health activities of the health facility.
3. Insures that staff carry out their duties in a manner consistent with Health Center Policies and program guidelines.
4. Maintains accurate and complete records of activities.
5. Assists in the development of departmental protocols and procedures.
6. Must adhere to the MACT Health Board, Inc. Corporate Code of Conduct.
7. Other duties as assigned by the department Director or Executive Director.

### **MINIMUM QUALIFICATIONS:**

1. Graduation from an accredited Dental College. Must have a license to practice dentistry in California.
2. Minimum of two year's professional experience in dentistry desirable.
3. Current CPR card.

### **MANDATORY REQUIREMENTS:**

1. Must pass Occupational Health Screening.
2. Must possess a valid form of identification as listed on the U.S. Department of Justice I-9 form.

**DESIRED ABILITIES:**

Experience in working or desire to work in rural community setting.  
Authoritative knowledge of the principles, practices and techniques of dentistry.  
Special knowledge in the prevention aspects or oral health and its related techniques and procedures. Experience and understanding of oral health education methods.  
Basic understanding of nutrition. Good working knowledge of administrative practices and procedures, teaching methods and rules, regulations, policies and standards related to Dental services. Must be able to apply principles of personnel administration to selection, placement and supervision of staff.

**AMERICAN INDIAN PREFERENCE**

Preference in filing of a vacancy will be given to qualified American Indian applicants in accordance with the Preference Act (Title 25, U.S. Code, Sections 472 & 473) and Public Law 93-638, provided the applicant has submitted appropriate verification of Indian preference for employment. Other than the aforementioned requirement, the MACT Health Board, Inc. is an Equal Opportunity Employer.

**NOTICE OF DRUG-FREE WORKPLACE ACT REQUIREMENT:**

MACT Health Board, Inc. is required to implement the Drug-Free Workplace Act of 1988, 45 CFR Part 79, Subpart F. As such it is unlawful for employees to manufacture, distribute, dispense, possess, or use a controlled substance on the job site. Employees who are reasonably suspected of violating this act may be subject to drug testing as a condition of employment. Employer required fitness examinations shall include drug testing as evidence of employee and employer compliance with the Drug-Free Workplace Act.

EMPLOYEE: \_\_\_\_\_ DATE:

SUPERVISOR: \_\_\_\_\_ DATE:

EXECUTIVE DIRECTOR: \_\_\_\_\_ DATE: