



MetroWest Free Medical Program is excited to announce a job opportunity
EXECUTIVE DIRECTOR
(part-time)

Are you passionate about helping others? Does working from your remote local office/home meet your needs? Does leading a local non-profit serving those in need sound like an exciting opportunity? MetroWest Free Medical Program (MWFMP), Marlborough and Sudbury based clinics, is seeking a **part-time Executive Director**.

Providing access to equitable, culturally responsive health care for lower-income residents, particularly those who are newcomers, recent immigrants and others for whom English is not their primary language, regardless of circumstances, is the heart of our work.

Founded in 2004, staffed by volunteer medical providers, MWFMP those who are uninsured or insufficiently insured. Since 2004, MWFMP has provided care for more than 25,000 medical appointments. Our General Medicine, Women's Health and Vision Clinics offer onsite services and referrals to specialized care and assessments. We are a critical part of the patient safety net for the MetroWest community. Many of our patients are Portuguese and Spanish speaking.

Interested candidates, please send your cover letter and resume to career@metrowestfreemedicalprogram.org

How you will contribute:

- Represent MWFMP in the community through active civic participation, developing and maintaining partnerships
- Recruit, hire, train and manage staff and volunteers, partnering with volunteer medical directors to support clinical staff
- Develop and manage to the annual budget (currently \$300k-\$500k) and oversee successful fundraising to support the budget
- Working with the Board, develop a future vision for MWFMP

We are looking for someone with:

- Bachelor's degree and 3-5 years proven leadership, management, and fundraising experience
- Prior budget (P&L) management experience
- An interest in serving a lower income, non-English speaking population
- Strong interpersonal skills to develop and cultivate relationships

How We Take Care of You:

- Flexible workplace



- Flexible work hours (25hrs/week)
- Salary commensurate with experience (health insurance not provided)

What makes MetroWest Free Medical Program unique?

MISSION

MetroWest Free Medical Program serves as an entry point to the health care system for those who are uninsured or insufficiently insured by providing immediate health-related care and connection to other health resources.

HEALTH EQUITY STATEMENT

We believe that health care is a right, not a privilege, and should be accessible to all people, regardless of income level, race, ethnicity, religion, gender identity, orientation, or country of origin.

RECOGNITION

Recipient of a Racial Equity and Inclusion grant from The Sudbury Foundation.

2022 National Association of Free and Charitable Clinics Gold Standards Rating