

General Dentist Job Description
First Presbyterian Church Fort Worth



Position:	General Dentist	Reports To:	Director, Community Crossroads
FLSA Status:	Hourly, non-exempt	Schedule:	Part-time. 1-3 Mondays per month (8:45a – 1p)
Location: Community Crossroads, 1516 Hemphill, Fort Worth, TX 76107			

Opportunity:

First Presbyterian Church Fort Worth, established in 1873, is a vibrant source of faith, community, and service for people from all walks of life. With over 1600 members, we offer dynamic worship, outreach programs serving 1,000 neighbors weekly, and early education for children up to 5 years old. Known for our inclusive and caring environment, we are considered by many as the best place to work. Our culture is differentiated by our people-first approach and commitment to serve our community. First Pres' Salt & Light Together, Inc. Dental Clinic is one of the many ministries (programs) First Pres supports and is located within our Community Crossroads outreach facility. **We are hiring a part-time General Dentist for our Salt & Light Together, Inc. Dental Clinic working with underserved populations.**

Contributions Defining Impact:

The essential functions listed are representative of those required to successfully perform the job.

- Partner with volunteers, staff, church members, and community resources to provide a continuum of dental services, also known as our dental ministry, to culturally diverse neighbors experiencing difficult times or homelessness
- Provide comprehensive dental care to underserved populations in compliance with the Dental Practice Act, including examinations, cleanings, fillings, extractions, and other necessary procedures
- Develop and implement individualized treatment plans for patients
- Promote oral health through educating patients on appropriate oral hygiene strategies and preventative measures
- Maintain accurate patient records and electronic charts, ensuring confidentiality and compliance with HIPAA regulations
- Ensure quality, consistency, support, and compassion of the congregation's outreach efforts and coach, train, and enable volunteers and new staff within the dental ministry
- Partner and coordinate with the Dental Coordinator for volunteer needs, including identifying needs and supporting onboarding and orientation
- Communicate and ensure compliance to safety protocols, such as emergency preparedness and equipment preventative maintenance
- Assist with development of standard operating procedures, dental clinic manual of operations, and safety protocols for the clinic
- Contribute to the overall success of the Church and the ministries by performing additional duties as assigned

General Dentist Job Description
First Presbyterian Church Fort Worth



Essential Requirements:

Education & Experience

- Doctor of Dental Surgery (DDS) or Doctor of Dental Medicine (DMD) degree from an accredited dental school
- A current, valid, State of Texas dental license
- One (1) year or more of previous general dental experience
- CPR & Basic Life Support (BLS) certifications
- Must be competent and have experience in basic oral surgical procedures
- Ability to maintain patient confidentiality and adhere to HIPAA regulations
- Experience working with underserved populations is highly preferred
- Experience with Open Dental software is highly preferred
- Bilingual in Spanish is highly preferred

Knowledge, Skills & Abilities

- Comprehensive understanding of dental procedures, including preventative, restorative, and emergency care in compliance with healthcare laws, regulations, and ethical standards
- Demonstrated commitment to supporting low-income and underserved populations
- Knowledge of public health issues and awareness of cultural, social, and economic factors that impact patient care
- Must adapt to workplace stressors like noise, emergent situations, and competing priorities while maintaining the security/safety of people
- This position engages with people from all walks of life and must be able to adjust their communication styles to meet the needs of the audiences
- Ability to exhibit compassion while maintaining compliance with established rules and procedures
- The ability to adhere to process protocols and apply established protocols in a timely manner
- Excellent oral and written communication (in English), interpersonal, cross-functional collaboration, and problem-solving skills. Bilingual in Spanish is highly preferred
- Strong professionalism, conflict-resolution, and communication skills
- Ability to engage in problem resolution, assess the situation objectively, and potentially manage unexpected emergent situations with composure
- Must be legally authorized to work in the US without sponsorship (currently or in the future)

Environment:

The physical demands reflect requirements to successfully perform the essential job functions. Reasonable accommodations may be provided for individuals with disabilities.

- Constant movement throughout building and dental clinic and ability to sit, stand, walk, crawl, stoop, kneel, bend, crouch, twist, squat, push/pull, and move up to 15 pounds regularly.
- Digital dexterity, maintaining steady hands and arms, excellent hand-eye coordination, and fine motor skills are required to perform precise dental procedures
- Fine visual acuity to perform activities, such as examining patient's teeth or gums accurately, reviewing x-rays, viewing a computer terminal, and extensive reading
- Must hear with aid, effectively converse with stakeholders in English (and preferably Spanish), and respond quickly to sounds or emergency situations in potentially noisy environments
- Exposure to bodily fluids and illness-causing bacteria and viruses may occur
- Must adapt to workplace stressors such as complaints, emergent situations, loud noises, or competing priorities

