Lummi Indian Business Council

2665 Kwina Road · Bellingham, Washington 98226 · (360) 312-2000

'Working together as one to Preserve, Promote and Protect our Sche Lang en'

JOB ANNOUNCEMENT
JOB TITLE: Health Informatics & Applications Manager
Lummi Nation Health Center (LNHC)

OPEN: November 13, 2026
CLOSES: December 01, 2026
EXEMPT: Yes
JOB CODE:
SALARY: (13) $46.10-$51.92/hr. DOE
DIVISION: Administration
SHIFT: Flex
DEPARTMENT: Health Informatics
LOCATION: LNHC
SUPERVISOR: Executive Medical Director
DURATION: Regular Full Time
VACANCIES: 1

JOB SUMMARY: The Health Informatics Manager is responsible for leading the strategic development, implementation, and oversight of health information systems and data-driven initiatives across the Lummi Nation Health Center (LNHC). This role ensures that clinical, behavioral health, dental, and allied health services are supported by efficient, secure, and culturally responsive informatics solutions. The manager will collaborate with department leaders, Health Technology and Informatics teams, and tribal stakeholders to optimize electronic health records (EHR), enhance data governance, and support performance improvement through analytics and reporting. The position plays a critical role in aligning informatics strategies with organizational goals and funding requirements, while fostering innovation and operational excellence in a tribal healthcare setting.

ESSENTIAL JOB DUTIES AND RESPONSIBILITIES include the following, and other related duties as assigned.

1. Lead the strategic planning and execution of health informatics initiatives across Lummi Nation Health Center (LNHC) and affiliated programs.
2. Oversee the integration and optimization of electronic health record (EHR) systems to support clinical, dental, behavioral health, and physical therapy services.
3. Develop and implement informatics training programs to improve data literacy and digital tool adoption among health staff.
4. Manage Health Informatics team – including Project Manager, Health Applications Coordinator, Health Applications Assistant and EHR Support Analyst and Data Analytic
5. Provide on-site coordination and operational support for Health Technology by acting as a supervisor by proxy, ensuring local EHR workflows, technical staff activities, and processes align with remote management direction and clinical operational needs.
6. Provide leadership and mentorship-to IT and Health Informatics team.
7. Coordinate cross-functional teams including project managers, application support analysts, and health technical staff to deliver informatics solutions.
8. Ensure data governance and compliance with tribal, federal, and grant-related health information regulations.

9. Support AI and analytics integration into clinical workflows to enhance decision-making and patient outcomes.
10. Monitor and evaluate informatics performance metrics to ensure alignment with organizational goals and funding requirements.
11. Collaborate with the Chief Medical Officer and department directors to align informatics strategies with clinical priorities.
12. Manage informatics-related budgets and funding allocations, including indirect, proprietary, and grant sources.
13. Develop and execute the Health Informatics roadmap in alignment with clinical and operational goals.
14. Lead the development of dashboards and reporting tools for operational and clinical performance tracking.
15. Facilitate stakeholder engagement and communication, including all departments within LNHC services.
16. Identify and mitigate risks related to health data security, system downtime, and interoperability challenges.
17. Promote culturally responsive informatics practices that support the Lummi Schelangen (way of life).
18. Contribute to grant writing and reporting for informatics-related funding opportunities.
19. Stay current on emerging technologies and informatics trends to guide innovation and continuous improvement.
20. Identify project risks, barriers, dependencies, and resource needs and escalate concerns appropriately

MINIMUM QUALIFICATIONS:

- Bachelor of Science degree Communications, Health Informatics, Healthcare administration or Business Management, Data Analytics
- Minimum of 5 years of progressively responsible experience in healthcare IT or health informatics,
- Minimum 3 years supervisor experience
- Minimum 1 year experience working in OCHIN/Epic Electronic Health Record systems
- Certification in Health Informatics or Health IT (e.g., CAHIMS, CPHIMS, RHIA).
- Epic/OCHIN certification, or substantial experience/proficiency
- Experience with population health, quality improvement, regulatory reporting and healthcare accreditation.
- Demonstrated knowledge of healthcare data standards, privacy regulations, and interoperability frameworks.
- Must possess a valid Washington State Driver's License and meet eligibility requirements for tribal insurance.
- Lummi/Native American/Veteran preference policy applies.

KNOWLEDGE, ABILITIES AND SKILLS:

- Health Information Systems – Deep understanding of EHR platforms (e.g., RPMS, NextGen
- , Epic) and their application in tribal and community health settings.
- Data Governance & Compliance – Knowledge of HIPAA, 42 CFR Part 2, tribal data sovereignty, and grant-specific reporting requirements.
- Clinical & Public Health Workflows – Familiarity with how informatics supports medical, behavioral health, dental, and physical therapy services.
- Project Management – Proven ability to lead multi-phase informatics projects, manage timelines, and coordinate cross-functional teams.

- Data Analysis & Visualization – Proficiency in tools like Power BI, Tableau, or Excel for creating dashboards and performance reports.
- Strategic Thinking – Capacity to align informatics initiatives with organizational goals and funding priorities.
- Problem Solving – Ability to identify system inefficiencies and propose data-driven solutions.
- Communication & Collaboration – Strong interpersonal skills to work with clinicians, IT staff, and Executive leadership.
- Cultural Competency – Ability to integrate Lummi Schelangen (way of life) into informatics practices and respect community values.

REQUIREMENTS:

- Must pass pre-employment and random drug and alcohol test to be eligible for and maintain employment, as required by the LIBC Drug & Alcohol-Free Workplace Policy.
- This position requires regular contact with or control over Indian children and is therefore subject to successful and extensive criminal background check, CAMIS background check.
- Must participate in LIBC HIPAA training within 30 days of hire.
- Must have no convictions of moral turpitude or felony and not have been convicted during the past year of a misdemeanor.
- This position has direct access to security sensitive data, facilities
- No criminal behavior, on or off duty.
- Must maintain strict confidentiality at all times.

TO APPLY:

To obtain a Lummi Indian Business Council (LIBC) application go to: https://www.lummi-nsn.gov/widgets/JobsNow.php or request by e-mail libchr@lummi-nsn.gov For more information contact the HR front desk (360) 312-2023. Submit LIBC application, cover letter, resume & reference letters no later than 4:30 p.m. on the closing date listed above. If listing degrees or certifications include copies. Mailing Address: 2665 Kwina Road, Bellingham, WA 98226. Human Resource Fax number: 360-380-6991.