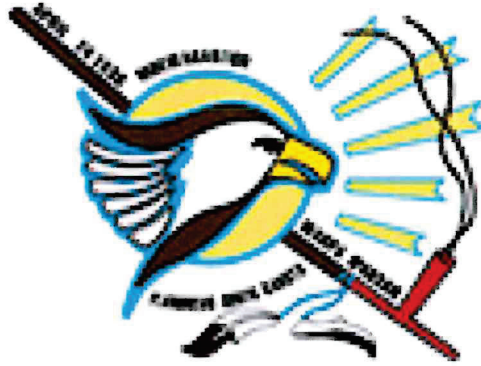




Flandreau Santee Sioux Tribe Long Term Care Center

909 Jones Drive, Flandreau SD 57028

605-573-2100

Health Unit Coordinator

Opens: 10/16/2026

Open Until Filled

Competitive Wage based upon experience.

Job Summary: The primary purpose of this position is to work in conjunction with the Director of Nursing and the nursing department to create and manager staff schedules to ensure adequate staffing; including adjusting schedules for call-ins, vacations and other allowed absences, assist with scheduling appointments and transportation arrangements for residents, assist with scanning and filing of resident documentation, assisting in audits as directed by the Director of Nursing or Administrator.

Education Requirements: High School Diploma or equivalent is required.

Minimum Qualifications:

- Pre-employment drug and alcohol testing
- Pass P.L. 101-630 background investigation
- Must be able to read, write, speak and understand the English language
- Most possess the ability to deal tactfully with personnel, residents, family members, visitors, government agencies and the general public.
- Must posses a valid driver's license.

Apply online at: www.fsst-nsn.org

(Scroll to Joseph Robinson Care Center)

May attach resume to Tribal application

Applications are available at the LTC Facility

Direct questions to LTC Human Resources at 605-573-2100 or email Stacey.hunter@fsst.org