

## Licensed Optician - Connecticut – Part-Time

### About Vision To Learn

Join Vision To Learn and directly impact your community by helping provide vision services to school-aged children in underserved communities who would otherwise go without access to care.

**Vision To Learn** is the largest school-based vision care nonprofit in the country. VTL addresses one basic premise – if you can't see, you can't learn. Vision To Learn provides access to vision screenings, eye exams, and glasses to students in underserved communities to help them succeed in school and in life. Founded in Los Angeles in 2012, Vision To Learn has since expanded to schools across the country. Vision care is critical, as 80% of all learning that occurs during a child's first 12 years is visual.

Vision To Learn works to solve the problem of lack of access by partnering with school districts and programs around the country to provide eye exams and glasses at no charge to families.

In the last decade, we have provided over 2 million vision screenings, 500,000 eye exams, and 400,000 new prescriptions!

### Who We Are

We are friendly, high-energy, knowledgeable, and quality-oriented professionals committed to Vision To Learn's mission. We approach our work with a value system of service excellence, empathy, integrity, open communication, empowerment, and an eagerness to help the communities we serve.

We are looking for a **Connecticut Licensed Optician** like you to join our team with a positive, proactive attitude and commitment to our mission.

### Position Description

Vision To Learn is seeking a qualified candidate for a **part-time Connecticut Licensed Optician** position. During the school year, work days are Monday, Tuesday, and Wednesday during school hours. During the summer, there will be a reduced workload of one or two weekdays maximum with hours generally between 8 am to 5 pm, with occasional early evening hours. Additionally, during summer, this position would assist in programmatic administrative functions. This program operates state-wide and requires daily commuting using a personal vehicle, with mileage reimbursement available. Please visit <https://visiontolearn.org/where-we-work/connecticut/> to see our current list of partners. The anticipated start date is mid-February 2024.

**Key position responsibilities include:**

## **Patient Responsibilities**

- Oversee assigned inside lane eye exams operation. An inside lane is an interior eye exam operation with portable optometric equipment inside of a school or community building with a licensed optometrist.
- Maintain optimal professional standards.
- Pre-test children before seeing the optometrist.
  - Pretesting includes (but is not limited to) chief complaint, patient and family medical history, familiarity with auto-refractor, auto-lensometer, manual lensometer, pupillometer, and fundus photography
- Assist patients with frame selections to ensure optimal fit and patient satisfaction.
- Conduct vision screenings using a Welch Allyn Spot Check Vision Screener.
- Provide glasses dispensing and fittings, as needed.
- Complete and prepare daily reports at the end of the day.
- Make follow-up calls to patients/caregivers.
- Study and follow Vision To Learn health and safety protocols.
- HIPAA compliance.

## **Inside Lane Responsibilities**

- Transport inside lane eye exam equipment in personal vehicle to and from schools and community organizations
- Setup and breakdown the inside lane operation, monitor and replenish inventory, and ensure all patient and administrative paperwork facilitates an efficient workflow each workday
- Maintain optimal driving when commuting to and from school and community organizations, in particular with inside lane eye exam equipment
- Keep the inside lane operation work areas clean and organized at all times

## **Administrative Responsibilities**

- Assist with programmatic administrative functions, in particular during the summer months, including but not limited to:
  - Communicating with parents and families by phone and email
  - Uploading patient data
  - Assisting in Medicaid lookup
  - Organizing internal online systems and files

## **Additional responsibilities as needed**

## **Who You Are**

- Self-motivated individual who is confident in implementing Vision To Learn protocols and embracing a remote setting with limited supervision
- Ability to display exceptional interpersonal skills when interacting with children, site contacts, patient families, and in all internal/external work interactions
- Desire to work in a fast-paced, dynamic environment and possess technical skills
- Desire to be cross-trained to expand your skill set
- Possess excellent time management and organizational skills, with the ability to multi-task
- Strong interpersonal and written communication skills
- Able to lift up to 20 lbs. and to exert well-paced mobility for an 8-hour shift, including standing, walking, bending, and squatting

## Qualifications

- Valid Connecticut optician's license
- Valid driver's license required, with a good driving record and general familiarity with Connecticut geography and with phone GPS
- Successful track record of working with children and diverse types of people
- Must pass company and CMS background checks and drug test
- Must pass school district fingerprints/background checks
- Well versed with computers and technology
  - Experience with Microsoft Office Suite (Outlook, Excel, Word)
  - Previous experience with an electronic health record (EHR) system preferred, but willing to train
  - Ability to quickly learn EHR reporting and project management systems
- Bilingual English/Spanish written/verbal communication skills a plus

Successful candidates will have a proven track record for quality patient care, with positive, proactive attitudes and are dedicated to our mission. Vision To Learn is a rapidly growing organization, and team players are critical to our collective success.

## News To Share

In 2022, Vision To Learn was selected by two-time Pulitzer Prize-winning New York Times columnist Nicholas Kristof as a recipient of the well-known [Holiday Impact Prize](https://kristofimpact.org/). This Prize recognizes non-profits helping children in need through outstanding, heroic work that improves communities. <https://kristofimpact.org/> <http://tiny.cc/VTLKristof>

The work done by VTL has also been featured in *The Washington Post*, ESPN, PBS News Hour, countless local television pieces and newspaper articles. VTL was commended by

the US Senate in a bi-partisan resolution signed by 43 Senators. In terms of evidence-based service, glasses provided by VTL have been found to have a high impact on the academic success of students by researchers at both UCLA Mattel Children's Hospital and Johns Hopkins University.

Vision To Learn is committed to a diverse staff and to a culture that holds equity as a value and a priority. VTL welcomes applicants who bring a variety of perspectives, experiences, and competencies. People of color, women, people with disabilities, and LGBTQIA+ persons are strongly encouraged to apply. VTL is an equal opportunity employer and does not discriminate based on race, creed, color, religion, ethnicity, national origin, party or political affiliation, sex, sexual orientation or gender identity, age, disability, veteran status, marital status, or any illegal or prohibited factor.

As a direct healthcare provider and to protect the health and well-being of our employees, VTL has implemented best practices for ensuring a clean and safe work environment. Employees will be asked to provide proof of COVID-19 vaccination and pass a background check, TB and drug tests.

Qualified applicants should email resumes and cover letters to [sabrina.davis@visiontolearn.org](mailto:sabrina.davis@visiontolearn.org) and [careers@visiontolearn.org](mailto:careers@visiontolearn.org). Cover letters strongly encouraged. No phone call inquiries. For more information, please visit [www.visiontolearn.org](http://www.visiontolearn.org).

JOB TYPE: PART-TIME

PAY: \$32-\$38/HR

BENEFITS: PTO (pro-rated PTO, flex and Holiday pay if part of regularly scheduled hours)