

**Part time Nurse Navigator  
May 2026**

**Reports to:** Health Navigator Manager  
**Direct reports:** N/A  
**Status:** Hourly, 20 Hours/week (flexible hours)  
**Location:** Combined remote and in-person (majority is remote)  
**Salary:** \$35/hour

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**Spring Institute Mission:**

Building a thriving intercultural community through learning and advocacy

**Organizational Information:**

Founded in 1979, Spring Institute for Intercultural Learning is a nationally recognized provider of effective intercultural learning programs and services. It is a nonprofit, community-based organization working to build brighter futures for individuals and foster organizations that are more inclusive. The Interpreter Network, a program by Spring Institute, is a leading provider of interpretation, translation and training services in Colorado and New Mexico.

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***Role:***

The Nurse Navigator works within a navigation team to address barriers to recovery from hospitalization or illness caused by the social determinants of health (SDOH) for non-English-speaking patients, including outpatients, and newly discharged patients including new mothers. The position provides navigation by identifying resources, providing health education, and connecting individuals to services in response to referrals from the University of Colorado Hospital.

***Essential Duties and Responsibilities:***

***Health Navigation and Education (85%)***

- Communicate with hospital, medical supply companies and nursing organizations to meet client needs
- Seek resources that address the SDOH
- Provide clients with legal, financial and health care resources as appropriate
- Work closely with other Spring Institute navigation teams to avoid duplication of services and ensure good communication
- Document, in a timely fashion, navigation activities
- Utilize phone-based interpretation services as necessary
- Conduct periodic home visits and accompany patients to medical appointments

***Travel Provisions:***

- Navigator should use personal vehicle to attend home visits or make occasional deliveries and can request reimbursement at the going GSA rate
- Navigator is prohibited from driving program clients in a personal vehicle but may use the corporate Lyft account to arrange transportation for clients to necessary medical appointments in the event that the client has no other transportation options

**Team and Organizational Responsibilities (15%)**

- Attend weekly team meetings to discuss cases, goals, and strategies
- Attend Spring Institute monthly staff meetings and events, as schedule allows
- Participate in professional learning opportunities; ability to share/apply what is learned
- Participate in data collection and analysis for grantor reports and proposals, in support of Program Manager

**Qualifications**

**Required:**

- Registered Nurse (ADN or BSN) and one year of nursing experience
- Proven ability to communicate effectively and respectfully with diverse populations, including refugees and immigrants and/or unhoused populations. Skilled at tailoring communication styles to accommodate varying English proficiency and educational backgrounds
- Experience working in or with major healthcare providers/hospitals
- Case management experience
- Knowledge of various benefits assistance (food, childcare, cash, disability, employment) available in Colorado
- Highly organized approach to data collection, ensuring a strong attention to detail & consistency
- Proactively observes service gaps and takes initiative to find creative solutions to unique client issues; ability to work independently and think critically.
- Open to change/flexible; strong communication skills and ability to maintain calm and professional in stressful situations
- Proficient using technology, especially web-based data collection systems, e.g. Apple products, Google Applications, and Microsoft Office
- Comfortable in conducting and delivering services directly in client residences, as needed
- Must have a valid driver's license, vehicle, and auto insurance

**Preferred:**

- Bilingual/multilingual preferred
- Experience working with EPIC EMR system.

**To Apply:** Please email your resume and letter of interest to [hnalunkuma@springinstitute.org](mailto:hnalunkuma@springinstitute.org).

No phone calls please.

*Spring Institute for Intercultural Learning is an equal opportunity employer committed to diversity in our work and workplace.*