

Pre-College Programs Summer 2025 Daytime Health
Director
Stevens Institute of Technology

Direct Link: <https://www.AcademicKeys.com/r?job=256565>

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Posted May 5, 2025, set to expire Sep. 4, 2025

Job Title Pre-College Programs Summer 2025 Daytime Health
Director

Department Office of the Pre-College Programs

Institution Stevens Institute of Technology
Hoboken, New Jersey

Date Posted May 5, 2025

Application Deadline Open until filled

Position Start Date Available immediately

Job Categories Director/Manager

Academic Field(s) Health Services

Job Website https://stevens.wd5.myworkdayjobs.com/External/job/Hoboken-NJ---Main-Campus/Pre-College-Programs-Summer-2025-Daytime-Health-Director_RQ29029

Apply By Email

Job Description

Join the dynamic team at Stevens Institute of Technology, an esteemed national research university nestled in the vibrant city of Hoboken, NJ. We're on the lookout for a creative and detail-oriented Daytime Health Director to join our Office of Pre-College Programs for the summer 2025 season. Reporting directly to the Director of Pre-College Programs, the Daytime Health Director will play a pivotal role in ensuring the safety and well-being of approximately 800 high school students participating in our esteemed Pre-College Program.

Typical duties include:

- Oversee the health and wellbeing of participants throughout the day, ensuring their safety and

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comfort.

- Maintain and protect the confidentiality of student health records.
- Provide health services to pre-college students during the summer program.
- Accurately document all student interactions and health-related incidents.
- Ensure the health office remains organized, clean, and fully operational throughout the summer.
- Collaborate with the campus Health Center to address and meet the individual health needs of all program participants.
- Maintain precise and detailed medical records in compliance with NJ state laws and American Camp Association (ACA) standards.
- Review and adhere to ACA and NJ Camp Standards, protocols, and requirements.
- Utilize and manage a daily medical log to track treatments provided to students.
- Oversee first-aid procedures and maintain proper supplies.
- Administer basic first-aid care to participants as necessary.
- Ensure all medical supplies are well-stocked and available for use.
- Escort participants to the emergency room or off-site physician's office when required.
- Report any emergencies promptly to the Director of Pre-College Programs.
- Communicate with parents or guardians regarding the health status of their child via phone when needed.
- Demonstrate flexibility, maturity, and the ability to handle challenging situations.
- Possess strong written and verbal communication skills, along with exceptional interpersonal abilities.
- Attend dinner cruises (optional)
- Attend off campus site visits (optional)
- Perform additional duties as assigned.

Dates of Employment:

- Appointments are for 1 month in length (July 2nd- August 1st)
- Training: July 2nd-3rd
- Daytime Hours: 9am-5pm Monday-Friday

Requirements

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- Must be 18 years or older and be one of the following:
- A physician licensed by the New Jersey State Board of Medical Examiners to practice medicine or osteopathy.
- A registered nurse or licensed practical nurse, licensed by the New Jersey Board of Nursing
- An individual who is certified in advanced first aid, paramedic or emergency medical technician or first responder/CIM accredited by a certification agency approved by the NJ Department of Health as listed in "Recognized Certifications (CPR-First Aid- Lifeguarding-Trained Pool operator)"
- Or an Athletic Trainer that has a valid certification from the Board of Certification
- Applicants must hold a certification from the American Red Cross, American Heart Association, or other certification agency approved by the NJ Department of Health as listed in "Recognized Certifications (CPR-First Aid- Lifeguarding-Trained Pool operator)"

Department

Office of Summer Pre-College Program

General Submission Guidelines:

Please submit an online application to be considered a candidate for any job at Stevens. Please attach a cover letter and resume with each application. Other requirements for consideration may depend on the job.

Still Have Questions?

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If you have any questions regarding your application, please contact Jobs@Stevens.edu.

Contact Information

Please reference Academickeys in your cover letter when
applying for or inquiring about this job announcement.

Contact

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