

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

Direct Link: <https://www.AcademicKeys.com/r?job=256566>

Downloaded On: Aug. 24, 2025 11:10pm

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

Job Title Pre-College Programs Summer 2025 Evening Health
Director

Department Office of 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-Evening-Health-Director_RQ29032-1

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 Evening Health Director to join our Office of Pre-College Programs for the summer season. Reporting directly to the Director of Pre-College Programs, the Evening 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.

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This unique opportunity offers the chance to make a real impact, as the Evening Health Director will reside within our UCC Towers. If you're passionate about student welfare and thrive in a fast-paced, innovative setting, we'd love to hear from you.

Typical duties include:

- Oversee the health and wellbeing of participants throughout the day, ensuring their safety and 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 Weekly Dinner Cruises
- Attend off campus site visits
- Evening duties from 5pm - 11pm
- Participate in On Call Duty from 11pm- 9am
- Attend weekend activities for our 2 week programs- July 26th and July 27th
- Perform additional duties as assigned.
- Health Director positions are live-in positions

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Dates of Employment:

- 1 month in length (July 2nd - August 1st).
- Training Day July 2nd - 3rd
- Overnight: 5pm-9am Monday-Friday
 - 5pm-11pm (In Office)
 - 11pm-9am (On Call)

Requirements:

- Must live on campus while students are on campus.
- 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)"
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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?

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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