

**Pre-College Programs Daytime Health Director
Stevens Institute of Technology**

Direct Link: <https://www.AcademicKeys.com/r?job=233124>

Downloaded On: May. 9, 2024 12:52am

Posted Mar. 19, 2024, set to expire Jul. 19, 2024

Job Title Pre-College Programs Daytime Health Director
Department Office of Summer Pre-College Program
Institution Stevens Institute of Technology
Hoboken, New Jersey

Date Posted Mar. 19, 2024

Application Deadline Open until filled

Position Start Date Available immediately

Job Categories Director/Manager

Academic Field(s) Health Services
Health Services

Job Website https://stevens.wd5.myworkdayjobs.com/External/job/Hoboken-NJ---Main-Campus/Pre-College-Programs-Daytime-Health-Director_RQ27828

Apply By Email

Job Description

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Stevens Institute of Technology, a leading national research university located in Hoboken, NJ, seeks an innovative and organized Daytime Health Director for the Office of Pre-College Programs. Reporting to the Director of Pre-College Programs, the Daytime Health Director will be responsible for providing a safe experience for ~800 high school students attending the Pre-College Program.

Typical duties include:

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Managing daytime supervision of participants and their wellbeing

- Maintain health records and confidentiality of students.
- Provide health services to pre-college students throughout summer.
- Document all interactions with students.
- Maintain a safe and clean health office space throughout summer.
- Collaborate with on campus Health Center to ensure that individual health care needs are met for all program participants.
- Maintain accurate and detailed medical records according to NJ state and American Camp Association Standards
- Review ACA and NJ Camp standards protocol and requirements
- Prepare and utilize a daily medical log for treatment
- Oversee first aid procedures and supplies
- Responsible for administering basic first-aid services to participants
- Ensure supplies are well stocked
- Responsible for on-call duty
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Escort participants to and from the emergency room and/or off-site physician's office if needed.

- Report all emergencies to the Director of Pre-College Programs as soon as possible.
- Responsible for communicating with participant parents/guardians concerning the status of their child's health by telephone.
- Requires flexibility and maturity
- Excellent written and verbal communication, and strong interpersonal skills.
- Other duties as assigned.

Dates of Employment:

- Appointments are for 1 month in length (June 24th - July 26th).
- Training Day June 20th or 21st
- 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.

EEO Statement:

Stevens Institute of Technology is an Equal Opportunity Employer. Accordingly, Stevens adheres to an employment policy that prohibits discriminatory practices or harassment against candidates or employees based on legally impermissible factor(s) including, but not necessarily limited to, race, color, religion, creed, sex, national origin, nationality, citizenship status, age, ancestry, marital or domestic partnership or civil union status, familial status, affectional or sexual orientation, gender identity or expression, atypical cellular or blood trait, genetic information, pregnancy or pregnancy-related medical conditions, disability, or any protected military or veteran status.

Stevens is building a diverse faculty, staff, and student body and strongly encourages applications from people of all backgrounds. Stevens is a federal contractor under the Vietnam Era Veterans' Readjustment Assistance Act (VEVRAA) and the Rehabilitation Act of 1973, as well as other federal statutes.

NSF ADVANCE Institution Stevens values diversity and seeks candidates who will contribute to a welcoming and inclusive environment for students, faculty, and staff of all backgrounds. We are an NSF ADVANCE institution committed to equitable practices and policies and strongly encourage applications from women, racial and ethnic minority candidates, veterans, and individuals with disabilities.

Jeanne Clery Disclosure:

In accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), the Department of Public Safety is required to publish an annual security report which includes statistics mandated by the Clery Act. Click [here](#) for a copy of this report.

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Contact Information

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

Contact

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