

HARRIS-STOWE STATE UNIVERSITY

POSITION VACANCY NOTICE

DIRECTOR OF STUDENT HEALTH SERVICES

Harris-Stowe State University invites applications for the Director of Student Health Services. This position is responsible for the direction and administration of the Student Health Service Office including strategic development, fiscal management and development of policies and procedures. The Director will provide a holistic wellness/health and nutrition model for students to promote academic success.

Duties: Assume administrative direction, leadership and management for all components of Student Health Services. Develop policies and procedures to comply with state and federal laws and recommendations by the American College Health Association. Establish and manage realistic budget objectives and maintain cost control. Establish goals in accordance with student needs and organizational objectives. Develop, implement, market, manage and evaluate campus-wide health promotion and educational programs to address the identified health and lifestyle needs. Abide by FERPA and HIPA policies as it relates to student educational records; work with student and University insurance provider(s) for billing and inquiries. Collaborate with internal and external constituents including faculty, staff, students, parents, community health providers, mental health professionals, etc. Perform other duties as assigned by Dean of Student Success.

Requirements: Current Missouri Registered Nurse with Bachelor's degree required. Five to Seven years of clinical experience preferred. Must not have had license suspended or revoked within the last 5 years. Master's Degree preferred. Must have CPR, AED, and First Aid certifications (up to date status). Continuing education credits must be ongoing. Comprehensive understanding of the HBCU population. Must have a strong working knowledge and understanding of best practices for Student Affairs professionals. Ability to exercise appropriate human relations skills in the university environment. Salary commensurate with experience. Excellent benefits package.

Applicants: Submit a letter of application summarizing their qualifications and experiences, current vitae, official transcripts, and at least three letters of reference to:

**Harris-Stowe State University
Office of Human Resources
3026 Laclede Avenue
St. Louis, MO 63103
FAX: (314) 340-3395**

An application for employment form may be downloaded off our web site www.hssu.edu

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER