Job Description

Job Title: Student Wellness Specialist - Student Health Services
Job ID: 13398
Location: Hostos Community College
Full/Part Time: Full-Time
Regular/Temporary: Regular

POSITION DETAILS
Reporting directly to the Student Health Services Director at Hostos Community College, the successful candidate will be responsible for, but not limited to, the following:
- Coordinates wellness events; tracks attendance and performance data.
- Coordinates and tracks immunization for incoming freshman and transfer students.
- Recommends and implements marketing campaigns to promote healthy lifestyles; participates in fitness and wellness program development.
- Conducts surveys to determine interest and/or satisfaction with wellness and fitness programs, events, and services.
- Organizes and oversees wellness programs, first aid training, and organized runs or walks.

QUALIFICATIONS
Bachelor's degree and four years' related experience required. Availability to work evenings and weekend hours preferred.

CUNY TITLE OVERVIEW
Develops and administers wellness programs and communications to serve student needs
- Works with colleagues in various departments to coordinate, develop and implement wellness programs, workshops, and activities
- Conduct assessments and need analysis relative to the wellness needs of students and tracks progress
- Prepares and administers surveys, statistical data and reports relative to the physical/wellness needs of students
- May maintain websites and produce written materials to promote student wellness related activities
- Performs related duties as assigned.

Job Title Name: Student Wellness Specialist
CUNY TITLE
Higher Education Assistant

FLSA
Exempt

COMPENSATION AND BENEFITS
Salary commensurate with education and experience.
CUNY’s benefits contribute significantly to total compensation, supporting health and wellness, financial well-being, and professional development. We offer a range of health plans, competitive retirement/pension benefits and savings plans, tuition waivers for CUNY graduate study and generous paid time off. Our staff also benefits from the extensive academic, arts, and athletic programs on our campuses and the opportunity to participate in a lively, diverse academic community in one of the greatest cities in the world.

HOW TO APPLY

Applicants must apply online by accessing the CUNY website at www.cuny.edu and navigating to the following links: “Employment”, “Search for Jobs”, and “Search Job Listings”.

Please attach resume, cover letter, and the names, addresses, and telephone numbers of three professional references.

CLOSING DATE

September 19, 2015

JOB SEARCH CATEGORY

CUNY Job Posting: Managerial/Professional

EQUAL EMPLOYMENT OPPORTUNITY

CUNY encourages people with disabilities, minorities, veterans and women to apply. At CUNY, Italian Americans are also included among our protected groups. Applicants and employees will not be discriminated against on the basis of any legally protected category, including sexual orientation or gender identity. EEO/AA/Vet/Disability Employer.