

Job Code:.....100520
Position #: (NUNC). (E)
Developed by: KC
Reviewed by: LK
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University of Rhode Island
Position Description

TITLE: Assistant Vice President for Student Health and Wellness/Director,
Pauline B. Wood Health Services

DIVISION: Student Affairs

REPORTS TO: Vice President, Student Affairs (VPSA)

GRADE: 18

SUPERVISES: Professional and clerical staff

BASIC FUNCTION:

Provide strategic leadership and vision to Health Services, Student Counseling Services, and Recreational Services.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Responsible for long-term planning, facilities/space planning, advocating for resources across departments, evaluating wellness related strategies policies, programs, and services that address the needs of the university community.

Oversee the health, counseling, and campus recreation departments including personnel, operation and service delivery, programmatic and fiscal.

Serve as principal advisor to VPSA on student health and wellness matters.

Provide leadership, vision, direction and oversight to the Pauline B. Wood Health Services which is a full-service, comprehensive and inclusive health center specializing in students. Foster an environment that understands the unique needs of URI's diverse student population and offers an inclusive, non-judgmental environment for the student body. Manage the clinical staff of physicians, pharmacists, advanced registered nurse practitioners. Ensure provision of services,

such as mental health care, travel and allergy services, laboratory and radiology services, and in-house pharmacy.

In the area of Student Health and Wellness Departmental Leadership: Provide oversight, strategic thinking and vision for developing a holistic, multidisciplinary approach to student health and wellbeing for a growing and diverse student population. Oversee strategic planning and long-range goals for areas of oversight. Advocate for student success by creating and maintaining a healthy campus environment and be responsible for serving the health and wellness needs of the university student population. Lead departments, lead university response on student wellness and mental health issues, lead department assessment efforts and ensure compliance with federal, state, university, and professional compliance related matters. Supervise staff and operations within direct reporting areas, including Health Services, Counseling Center, and Recreational Services. Hire, train, and evaluate professional staff.

In the area of Student Affairs Leadership: Provide leadership to Division in advancing mission and goals and Strategic Plan. Serve on Vice President's Leadership Team. May represent Vice President at university and off-campus functions. Prepare and present reports and proposals on behalf of VPSA.

In the area of Student Health Center Leadership: Oversee and direct the operations of Health Services and lead the clinic in a holistic approach to services. Responsible for departmental oversight for fiscal resources.

In the area of Administration and Operation: Provide leadership on health and well-being related policies.

In support of Collaboration, Partnerships, and Committees: Partner with campus colleges in Academic Affairs, Athletics, and other units to create a health campus environment.

OTHER DUTIES AND RESPONSIBILITIES:

Perform other duties as assigned.

LICENSES, TOOLS AND EQUIPMENT:

Personal computers, printers; word processing, database management and spreadsheet software; health care services supplies and equipment.

ENVIRONMENTAL CONDITIONS:

This position is not substantially exposed to adverse environmental conditions.

QUALIFICATIONS:

REQUIRED: Master's degree in a health-related field; Minimum of five years of related leadership experience in the area of student health (i.e. public or community health, mental health, medical services, etc.); Minimum ten years of progressively responsible experience in higher education, health care management and/or similar setting; Demonstrated experience with policy development, strategic planning, and delivery of services to campus population; Demonstrated ability to work with diverse groups/populations; Demonstrated strong verbal and interpersonal communication skills; Demonstrated proficiency in written communication skills; and, Demonstrated experience supervising a range of staff including, but not limited to: physicians, clinical laboratory scientists, imaging technologists, and health and wellness advocates.

PREFERRED: Doctorate in field of health, counseling, wellness, recreation, student affairs administration, higher education or related field; Demonstrated professional experience in the health, counseling, wellness or recreation field; Demonstrated knowledge of healthcare financing and business management; Demonstrated knowledge of ethics and regulations in healthcare, and public health threat management; Demonstrated experience with crisis management and emergency response; Demonstrated commitment to diversity and inclusion, student success, and student learning and development; Demonstrated experience in multidimensional aspects of health and wellbeing for college students; and, Demonstrated understanding of diverse health and wellbeing issues facing college students.

ALL REQUIREMENTS ARE SUBJECT TO POSSIBLE MODIFICATION TO REASONABLY ACCOMMODATE INDIVIDUALS WITH DISABILITIES.