VACANCY NOTIFICATION
Posting Date: February 18, 2015

Hudson County Community College is an award-winning, comprehensive urban college located just across the Hudson River from Manhattan in Jersey City and Union City, NJ. Fully accredited by the Middle States Commission on Higher Education, the College offers courses and classes in a wide variety of disciplines to the people and businesses of Hudson County, one of the most historic and ethnically diverse areas of the United States. The College was recognized with the 2012 Association of Community College Trustees (ACCT) Northeast Regional Equity Award, was one of just five finalists in the U.S. for the American Association of Community Colleges’ (AACC) Student Success Award, and was presented with the New Jersey Business & Industry Association’s New Good Neighbor Awards in 2009 for the Culinary Conference Center and in 2012 for the North Hudson Higher Education Center.

The College is currently searching for an experienced full-time Director of Health Related Programs. Reporting to the Associate Dean of Allied Health, the Director of Health Related Programs is primarily responsible to provide leadership for the existing cooperative and joint degree programs and other emerging health-related programs. Specific duties include working with the directors of the affiliated hospitals/schools to ensure effective coordination of classes, student registration and advisory and other program related committees; preparing course schedules; supervising adjunct faculty as assigned; providing academic advisement for students; creating vision in new program and curriculum development, evaluation, accreditation and transfer articulation; serving as a liaison for community health-related agencies; and contributing to the College community through committee work or other related extra-curricular activities.

Position Requirements:
- Understanding of and commitment to the role of a comprehensive community college in all urban, multi-cultural setting.
- Master’s degree from an accredited institution in nursing, health management or a closely related area.
- Minimum of five years teaching and/or administrative experience in a higher education (preferably community college) or hospital-based health education program.
- Ability to work effectively with hospital-based, other joint-programs and HCCC administrators, faculty, staff, students and community health agencies.
- Well-developed communications, computer and information literacy skills, including experience with Ellucian or similar higher education platforms.
- Understanding of and commitment to the role of a comprehensive community college in an urban multi-cultural setting. Proficiency with various computer software programs and the use of Ellucian-Colleague (formerly Datatel) or similar higher education platform is preferred.

To Apply: Send letter of application, résumé, salary requirements and names/contact information of three professional references.

Department of Human Resources
81 Sip Avenue, Mezzanine Level
Jersey City, NJ 07306
E-mail: Resumes@hccc.edu
Fax: (201) 714-2509

For additional information and employment opportunities at HCCC, please visit: www.njherc.org, www.higheredjobs.com and www.latinosinhighered.com

As a New Jersey First Act Employer, new employees must establish a primary residence in New Jersey within one year unless an exemption applies.

HCCC IS AN EEO/AA EMPLOYER