CAMPUS HEALTH COORDINATOR

Location:
Dallas, Texas

Deadline to Apply:
Rolling

About Paul Quinn College
Paul Quinn College (PQC) has been widely recognized as one of the most innovative small colleges in America. Founded in 1872, by a group of African Methodist Episcopal Church preachers, PQC is a private, four-year, faith-based, liberal arts-inspired Historically Black College. Located in southern Dallas, we proudly educate students of all races and socio-economic classes under the banner of our institutional ethos, WE over Me. Guided by our mission to create servant leaders and agents of change for the global marketplace, we are committed to providing a quality education that addresses the academic, professional, and social development of students.

By focusing on academic rigor, experiential learning, and entrepreneurship PQC has become a model for urban higher education. As the ninth federally-funded Work College in the nation and the first Urban Work College in history (first-ever minority-serving institution (MSI), historically black college, and Texas-based institution), all PQC residential students are required to work 12-15 hours per week in addition to managing their academic course load. As a Work College, PQC provides students with the unique opportunity to spend their college career gaining real world work experience while paying less than $15,000 per year for tuition, fees, room and board. The vision of the Work College Program is to transform ability into action and potential into achievement by encouraging all students to embrace the ideals of disciplined work, servant leadership, and initiative in preparation for lives of financial freedom, community engagement, and outstanding character.

The Urban Work College model not only makes PQC a unique post-secondary institution, but it is also of material importance for our students given that every year 80 - 85 percent of them are eligible for Pell Grants. Additionally, because our students come from families where long-term unemployment and under-employment is prevalent, our work program provides them with the type of internship experience that they have historically been denied.

Under President Michael J. Sorrell’s leadership, Paul Quinn has become one of the most innovative and respected small colleges in the nation. Fortune magazine recognized President Sorrell’s work and the College’s transformation by naming him one of the World’s 50 Greatest Leaders. President Sorrell is also a three-time award winner of HBCU Male President of the
Year by HBCU Digest and was named by Time Magazine as one of the “31 People Changing the South.”

For more information about Paul Quinn College, please visit https://pqc-edu.squarespace.com/whoweare

**Position Overview**

Paul Quinn College seeks a highly motivated, licensed professional for the position of Campus Health Coordinator. The person’s overall responsibilities will be to implement the Post-Covid Return to Campus Plan which impacts all employees, students and guests who attempt to access campus. The licensed health professional will be the point of contact for the various divisions on campus and external partners assisting with our COVID-19 response. Such divisions and off campus partners include campus security, student health services, human resources, residential life, contractors and vendors, City of Dallas, and area universities.

**Primary Duties and Responsibilities**

- Serve as a campus coordinator for COVID-19 Return to Campus Plan.
- Implement all aspects of the Return to Campus Plan in conjunction with campus leaders and divisions.
- Work closely with internal and external stakeholders on COVID-19 response
- Provide assistance to employees, students and campus guests for care coordination and follow up related to COVID-19
- Collaborate with campus security and administration for continued improvement to Return to Campus Plan related to campus access, social distancing and wearing of face coverings
- Track and report to VPIP on defined COVID-19 related data points
- Ensure both FERPA and HIPAA regulations are followed in the implementation of Return to Campus Plan and related outreach activities
- Serve as external liaison for external entities seeking to provide services to PQC or surrounding community, including programs to support COVID-19 response for neighborhoods surrounding the College • Assist in identifying state and federal resources to support COVID-19 campus and external community response
- Transition to additional defined campus and community health duties as COVID-19 response lessons in priority

Other duties as assigned.

**Qualifications:**

- Licensed medical professional (LVN, LPN, RN or similar)
- Recent experience with COVID testing or vaccination sites
- Three years documented clinical experience (at least one year unrelated to COVID-19)
- Excellent program management and communication skills
- Demonstrated ability to utilize technology, such as MS Office, Outlook, social media, specific databases such as CAMS or similar database systems
• Preference will be given to qualified individuals with experience serving diverse populations

How to Apply
Please submit your completed application, cover letter, and resume to careers@pqc.edu.

It is the policy of Paul Quinn College not to discriminate against any individual in its educational programs, activities, or employment on the basis of race, color, national origin, sex, disability, veteran status, age, religion, or marital status.