



Building Better Futures

Health Services Director

JOB CODE: HS001

Schedule: Full Time On-Site

Work Status: Regular / Exempt

Salary: \$70,290.06 - \$87,862.53 based on experience and education

Retention Incentive: Up to \$3,000.00

Location: McAllen, Texas

We Invite You to Join UMOS' Diverse & Dedicated Team

Are you a motivated, results-oriented candidate seeking to put your talents, skills, and experience to work as part of a mission-driven, customer-focused organization? If so, we invite you to join UMOS' diverse and dedicated team of over 1,000 professionals making a positive difference across more than 60 offices in seven states. Whether you are passionate about facilitating early childhood development; providing training and career planning for a parent; aiding a farmworker in accessing basic needs and new opportunities; educating at-risk individuals in HIV prevention; or supporting those fleeing domestic violence or human trafficking, UMOS is the place where you can fulfill your passion for helping families, businesses, and communities build better futures.

Benefits

To support its team members, UMOS offers highly competitive compensation as well as a benefits package including:

- Paid time off that increases over your years of service
- 12 paid holidays annually
- A robust range of insurance covering health, dental, vision, life, short- and long-term disability, and accidental death & dismemberment
- The options to establish either a Health Savings Account or Flexible Spending Account, which can be used to cover deductibles, prescriptions, and other healthcare expenses
- A variety of support services to promote well-being through the employee assistance program
- Retirement plan options, including 401(k) and Roth IRA, allowing you to make pre-tax or after-tax contributions. For those participating in the 401(k) Retirement Plan, UMOS annually contributes at least 3% of employees' eligible compensation

Advancement

In addition, UMOs offers opportunities for advancement. In fact, a number of the senior management, including Lupe Martinez, President & CEO, were promoted from within the organization.

Diversity & Equal Opportunity

UMOS is proud to be an Equal Opportunity Employer, and encourages qualified candidates of all backgrounds to apply, irrespective of race, ethnicity, color, religion, sex, national origin, sexual orientation, marital status, disability, age, parental status, and military service, or any other status protected by federal, state, or local law. In fact, 78% of senior management positions are held by people of color and women.

Do you want to help families and children succeed in meeting their health and safety needs so they can be successful in life? If you do, we need someone to oversee health compliance protocols/procedures for children in our Head Start centers.

In this role, the Health Services Director will be is responsible for the planning, development, record-keeping, and reporting, training and technical assistance and oversight of regional programs in health and safety services that meet the needs of pregnant women, infant, toddlers, and pre-school children and their families in accordance with the Revised Head Start Performance Standards, Licensing Rules for Group Day Care Centers, local and state regulations. Responsible for the development and implementation of operational policies and procedures for health, including child medical, dental, mental health, and child nutrition for all children, including those with disabilities. Implements the program's management systems and procedures, i.e., involving families, planning, communication, record-keeping, reporting, ongoing monitoring, and self-assessment.

Primary Responsibilities (not all inclusive):

1. Will develop effective systems that ensure the implementation of all Health functions as outlined in the Head Start Performance Standards (Child Development/Health Services Program Area) and maintains confidentiality of all health records.
2. Will coordinate Nutrition/ USDA/CACFP services with CACFP Director and other personnel to ensure implementation of the nutrition program for all children enrolled, including implementing a health/nutrition education and safety curriculum among regions.
3. Creates systems for child's determination of health status within timelines mandated by the Head Start Performance Standard and schedule comprehensive screenings within forty-five (45) days and ninety (90) days, including follow-up treatment services.
4. Develop systems and procedures that ensure the timely delivery of all mandated health services to children and their families, including Well-Child Visit and follow-up treatments.
5. Create protocols and training guides to facilitate the review, evaluation, and interpretation of health records and determine appropriate health services required to include health recommendations for IEP/IFSP.
6. Coordinates and builds relationships with local health/nutrition agencies' resources to create partnerships for the program via agreements or contracts.

7. Create and maintain a Health Services Advisory Committee program-wide that will participate in activities like the annual review of policy and procedures and review health.
8. care services that include medical, dental, mental health, disabilities and nutrition, and revisions of program plan, program reports, and program recommendations.
9. Will develop and implement policy and procedures on Medication Administration in accordance with State requirements and create monitoring and training requirements.
10. Develop and monitor the implementation of the Occupational Safety Health Agency (OSHA) program by conducting the following activities: Material Safety Data Sheet (MSDS) and Hazard Communication Program are made available to staff; exposure control plan and "right to know" law is posted at the center; biohazard containers are available throughout the center.
11. Provides relevant health training to center staff in the areas of responsibilities, including orientation in the respective area plan.

Qualifications:

1. Master's Degree of Science Degree in Public Health Administration, Health Management, Nursing or any related field or bachelor's degree supplemented with 10 years' experience in an ECE programming.
2. Must have a combination of least 5 years' experience working with parents in Health/Social Services setting, including demonstrated skills in developing community health and nutrition collaboration and 1 year of supervisory experience.
3. Must be able to plan, coordinate, report, and monitor the Health/Nutrition Services Program.
4. Basic computer skills and good oral and written communications skills.
5. Must have reliable automotive transportation, a valid driver's license, and appropriate automotive liability insurance.
6. Willing to travel and work irregular hours.

[CLICK HERE TO APPLY FOR THIS JOB.](#)

Equal Opportunity Affirmative Action Employer