**Job Summary:**

The Director of Student Health Services will be responsible for all school health services at KS for its pre-K through grade 12 students attending all of KS’ campuses, preschools, and community-based educational programs and camps. In addition, the Director of Student Health Services will direct the strategic development and execution of an enterprise-wide student health department that meets national standards of care and best supports the mission of Kamehameha Schools.

This position oversees all Student Health Service responsibilities, which include 7 health rooms, a 24/7boarder infirmary, temporary summer camp health rooms, student medical records maintenance, medical service organization and staff, contracted physical health, mental health, and team physician services, and state mandated physician supervision of athletic trainers, preschools, and the AED program.

The Director of Student Health Services is the medical and public health expert for KS and serves as medical consultant to other departments on matters requiring medical expertise and as KS public health liaison to the Department of Health.

**Minimum Requirements:**

- Doctor of Medicine with a specialization in Pediatrics or Family Medicine.
- 5+ years of related work experience in Pediatric Medicine or Family Medicine.
- Current and valid Hawaii medical license; current CPR/AED certification; valid Hawaii driver's license.
- Excellent medical management and medical administration leadership skills.
- Excellent knowledge of pediatric clinic operations and previous supervisory pediatric clinic experience.
- Excellent knowledge of school healthcare standards.
- Excellent ability to develop, document, and implement medical policies, procedures and standing orders.
- Excellent oral and written and computer-based communication skills to effectively communicate with staff, parents, students, and administration on all levels.
- Strong computer skill including competency in Microsoft Office (Word, Excel, PowerPoint, Outlook).
- Ability to travel to various locations, including neighbor islands.

View full job description and Apply Online at: [www.ksbe.edu/careers](http://www.ksbe.edu/careers)

Requisition #: 015396
Location: Kawaiahaʻo Plaza, Oʻahu

If you have any questions, please contact our HR Service Center at 808.534.8040 or email careers@ksbe.edu

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