Northeast College of Health Sciences

Northeast is an equal opportunity employer.

JOB POSTING
OFFICE OF HUMAN RESOURCES
February 22, 2022

POSITION: Massage Therapy Coordinator (Part-Time)

DEPARTMENT: Massage Therapy

DIVISION: Academic Affairs

HOURS: TBD, Temporary, Remote Position

General Education Coordinator

Northeast College of Health Sciences is seeking an individual who can assist with the creation and accreditation of a massage therapy (MT) curriculum. This position requires knowledge of New York State curriculum requirements and MT program operations within an academic setting. The responsibilities of this position are estimated to be completed in 16-weeks.

General responsibilities:

This position will be responsible for:
1) Creation of a massage therapy business plan detailing the projected expenses and revenues of a MT program at Northeast College.
2) Development of an innovative non-credit massage therapy curriculum, of which graduates will be eligible to sit for the NYS Licensing Examination.
3) Development of a handbook for the MT program, including policies and procedures of the program.
4) Submission of the complete program and all supporting documentation to New York State Department of Education for review and approval.

The ideal candidate will possess

- Hold a minimum of a bachelor’s degree.
- Be a licensed massage therapist in New York state.
- Have at least three years’ experience teaching and/or overseeing a New York state approved MT program.
- Possess a proven record of delivering high quality work, remaining on time and on-budget for projects.
If you are interested in applying for this position; please submit a cover letter of interest, resume and contact information for three professional references to: the Office of Human Resources, 2360 State Route 89, Seneca Falls, NY 13148, or e-mail your response to: humanresources@northeastcollege.edu

* Employment is subject to the favorable result of a background investigation and where applicable, confirmation of appropriate degrees and credentialing.

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