



New Job Opportunity

For over 100 years, Visiting Nurse Service of New York (“VNSNY”) has provided critical home- and community-based health care services to residents of New York. Today we are the largest not-for-profit home health agency in the US, and are recognized nationally for the scope and innovation of our services. We deliver professional and paraprofessional services throughout all five boroughs of New York City and Nassau and Westchester counties.

VNSNY’s Emergency Response System is responsible for the development, maintenance and management of emergency response initiatives to ensure that the agency is able to mitigate the impact of incidents that may have an impact on it's critical service delivery mission, business operations and employee safety.

Emergency Response System Specialist

We are currently seeking talent for an Emergency Response System Specialist who will report directly to the Manager of the Emergency Response System. In this exciting role, you will use your project management, organizational, communication and presentation skills to help coordinate and implement VNSNY’s Emergency Response System (“ERS”). You will interact with department heads, senior managers and other critical staff in a multidisciplinary effort to support and develop ERS goals and projects. Other duties include coordinating and supporting departments in Business Continuity planning, creating and presenting training materials, and designing emergency drills.

Requirements:

Bachelor’s degree in Business, Health Administration or a related discipline required. Master's in Business, Policy Administration, Health Administration, Emergency Management or a related discipline preferred. Required skills include two years of project management experience, demonstrated ability to develop and deliver training programs and evaluate projects and programs. Excellent oral, written, and interpersonal communication skills are essential. Proficiency with Microsoft Office required. Emergency management/response and health care administration experience preferred.

To apply:

For consideration, please submit a cover letter and resume to:

Kent Draper
Visiting Nurse Service of New York
Recruiter Specialist
1250 Broadway, New York, NY 10001
Office: 212-609-7934
Fax: 212-290-1017
kent.draper@vnsny.org