

Job Description

Nurse (June 10, 2023 – August 13, 2023)

Boston University Tanglewood Institute (BUTI) is recognized internationally as a premier summer training program for aspiring young musicians and is the only program of its kind associated with one of the world's great symphony orchestras. Under the guidance of distinguished professionals, and in the presence of the Boston Symphony Orchestra (BSO), students are immersed in an atmosphere of extraordinary music making fueled by high artistic standards, rigorous programming, and a rich legacy of learning and performance.

Students are housed in five dormitory-style residences including a turn-of-the-century mansion on a sixty-four acre campus within walking distance of Tanglewood, the summer home of the Boston Symphony Orchestra in Lenox, Massachusetts (130 miles west of Boston). The residences house up to 260 students and approximately 30 staff members. Other facilities include classrooms, practice sheds, a dining hall, recreational facilities, and a performance theater.

Responsibilities

The nursing staff serves an important role in the health of students' physical, mental, and musical wellbeing. They are responsible for modeling a warm and understanding response to health concerns in our student community, acting as resources for the students, and for ensuring the highest level of care possible. They communicate compassion and openness and are perceptive listeners in an effort to quickly and accurately assess student needs.

Key responsibilities:

- Provide health support to student population as needed, and make referrals when necessary
- Maintain files of original health charts of students and records of student visits
- Hold and distribute medication as necessary

As members of the BUTI team, these positions are essential to helping bridge the academic focus of students to the aspects of healthy living in a community.

Qualifications

- Massachusetts RN license required
- Experience working as a nurse with high-school-aged students (preferably within a school)
- Knowledge of word processing, spreadsheet, and database software applications may be helpful
- Possession of a valid driver's license and ability to drive a vehicle responsibly
- Flexibility in weekly hours

Compensation includes hourly wage paid weekly and a Tanglewood grounds pass. Preference is for local (Berkshire area) residents, but housing is negotiable for non-residents.

Following the successful review of written applications, an interview process is required. Review of applications is underway and will continue until all positions are filled.

To apply, please submit a **brief cover letter outlining your interest and qualifications along with a work resume** to Nicole Wendl, Director of Education and Programming, at nwendl@bu.edu. *Review will continue until all positions are filled.*

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