



Human Resources Bulletin

July 14, 2009

Apply on-line at

www.menningerclinic.com We no longer accept paper applications for internal applications.

Employment Opportunities:

Menninger is an EOE/AA Employer, M/F/D/V. In all employment matters, decisions are made without regard to race, color, sex, religion, national origin, disability, age, veteran status, marital status, or sexual orientation. A post job offer drug screen and physical examination is required as a condition of employment. For information about employment opportunities, please contact the Human Resources Department at (713) 275-5034.

New Positions this week:

- **Title:** **Engineering Tech II**
Code: 09-0176
Department: Engineering
Education: High school diploma or equivalent.
Experience: Two or more years experience performing maintenance and installation.
Experience: FTE: 1.0
Shift: Days
- **Title:** **Senior Vice President/Executive Director, Menninger Clinic Foundation**
Code: 09-0177
Department: The Menninger Foundation
Education: Master's degree in business or related field.
Experience: Minimum 10 years progressively advanced experience in healthcare endowment and philanthropy management. Substantial senior level management experience.
FTE: 1.0
Shift: Days

- **Title:** **Vice President for Development**
Code: 09-0178
Department: Development
Education: Bachelor's degree
Experience: Minimum 10 years experience in fund raising and management of campaigns. 5 years administrative & supervisory experience. Experience in database management.
FTE: 1.0
Shift: Days

- **Title:** **Eating Disorders Coordinator**
Code: 09-0179
Department: Eating Disorder Services
Education: LCSW, PhD, or APRN
Experience: Minimum three years post graduate clinical practice with individuals, psychotherapy groups and families. One year of management or leadership experience preferred.
FTE: 1.0
Shift: Days

- **Title:** **Staff Registered Nurse**
Code: 09-0180
Department: HOPE
Education: Current Texas RN License. BSN desired.
Experience: Two years of nursing experience –health setting or equivalent.
FTE: 0.5
Shift: Evenings (3p-11p), every other weekend

- **Title:** **Staff Registered Nurse**
Code: 09-0181
Department: CPAS
Education: Current Texas RN License. BSN desired.
Experience: Two years of nursing experience –health setting or equivalent.
FTE: 0.5
Shift: Days (7a-3p), every other weekend

- **Title:** **Director, Human Resources**
Code: 09-0182
Department: Human Resources
Education: Must have BS/BA
Experience: At least 10 years experience, ASHHRA/HSHHRA affiliation, SPHR and/or masters in related field is desired. Prefer a non- profit healthcare background.
FTE: 1.0
Shift: Days

Previously advertised still open for recruitment:

Registered Dietician – Eating Disorders (PT-Days)

Dietary/Food Service, FTE: 0.5 Code: 09-0161

Sr. Social Worker (CONTRACT)

COMPASS, FTE: Contract Code: 09-0169

Sr. Social Worker

COMPASS, FTE: 1.0 Code: 09-0174

Staff Registered Nurse

Compass, FTE: 1.0 Evenings (3p-11p) Code: 09-0164

Massage Therapist

Wellness Program FTE: as needed, Code: 09-0170

Group Exercise “Yoga” Instructor

Wellness Program, FTE: as needed, Code: 09-0171

Internal Candidates: Presently, we are placing priority on affected internal candidates. If you are interested in transferring to another position or department, you will need to apply online. An updated copy of your resume and/or CV must be attached to be considered. You must have been in your current position for at least 90 days, and not received any disciplinary probation or a serious, written corrective action in the last 6 months.

External Candidates:

You may complete the online application by visiting the Menninger website at www.menningerclinic.com. If you do not have immediate access to the internet, please visit The Worksource located at 10125 Emmora, Monday through Friday, 8 am to 5pm to complete the Application online. For more information on The Texas Worksource you may call 713-465-1677.

BAYLOR POSITION(S)

➤ **Title:** Staff Psychologist or Sr. Psychologist
Code: 09-0159
Department: Compass
Education: Doctorate in clinical psychology. Post-doctoral training or equivalent experiences in clinical psychology. Licensed by the Texas Board of Examiners of Psychologists.
Experience: Demonstrated skill in clinical work. Thorough grounding in diagnostic testing and intensive individual psychotherapy. Familiarity with a wide range of assessment and treatment modalities.
FTE: 1.0
Shift: Day

➤ **Title:** Staff Psychiatrist
Code: 09-0172
Department: CPAS
Education: M.D./D.O. Licensed to practice medicine in TX and possession of a completion of a general residency training program in psychiatry approved by the American Board of Psychiatry and Neurology. Must be Board certified (preferred,) or board-eligible in general psychiatry, specialty [Boards] a plus.
Experience: Demonstrated skill in clinical work.
FTE: 1.0
Shift: Day