

# Assistant Girls' Dean

Call ID: NAD-NYKC-000587-2025

Where: Union Springs, United States

When: Aug 8, 2025 - Jun 12, 2026

## Summary

Union Springs Academy in beautiful Upstate New York is needing an assistant dean for the 2025-2026 school year. The position comes with an \$800 monthly stipend, a private apartment in the dorm at no cost, and food provided in the cafeteria. Responsibilities include supervision in the dorm, other school supervision, driving for trips and medical appointments, and supporting the head dean in all facets of dorm life.

## Destination

Union Springs United States

## Term

Long-Term, 10 - 11 months, Aug 8, 2025 - Jun 12, 2026

## Position

Type: Dean, Total People Required: 1, Target Age: Any

## Finances

Cost: \$0.00, Monthly Living Allowance: \$800.00, Local Currency: USD, Finance Type: Regular (Shared Funding)

## Lodging & Food

Private apartment at no cost. Apartment is in the dorm, and includes a bedroom and bathroom. Meals are provided in the cafeteria at no cost.

Restrictions:

Lodging is idea for a single individual. No pets please.

Gender Lodging: Female

Marital Status Lodging: Single

Child Accommodations: Not Specified

## Health Notes

The volunteer must be healthy enough to fulfill all obligations of the job.

## Dress

Acceptable:

In the dorm casual dress is acceptable. Professional dress is expected in the administration building.

Unacceptable:

Tight fitting clothes. Ripped pants. Jewelry.

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### Duties

Supervision, driving for trips and medical appointments, and supporting the head dean in all functions of running a dorm.

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### Experience

No deaning experience required.

### Education

High School

### Education Concentration

Any

### Languages

English (fluent)

### Trade Skills

Any

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**Host**      « Private »

**Host Contact** « Private »

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### Travel Documentation

#### Travel

Destination City	Union Springs	Destination Airport	Hancock International Airport in Syracuse, NY
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#### Medical

Required Inoculations	None	HIV Clearance Required?	No
Medical Recommendations	None		

#### Visa

Visa Required?	No	Visa Type	(not set)
Visa Application By	(not set)		
Work Permit Required?	No		

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Work Permit Application By (not set)  
Police Clearance Required? Yes  
Child Protection Required? Yes  
Send Documentation To (not set)  
Documentation Deadline (not set)

Visa Travel Details

If a volunteer is a US Citizen then no visa is required.

**Interview**

Phone Interview Required? Yes  
Signed Agreement Required? No

**Orientation**

Orientation on Site? Yes  
Orientation Stipend? No

**Travel Advisory**

United States

**1** Exercise normal precautions