

ASSOCIATE DEAN FOR ACADEMIC AFFAIRS

Frances Payne Bolton School of Nursing (SON) at Case Western Reserve University is seeking a visionary nurse leader with demonstrated academic leadership and administrative experience for the position of Associate Dean for Nursing Academic Affairs (ADAA).

Reporting to the Dean, the Associate Dean for Academic Affairs (ADAA) is a member of the senior leadership team and works closely with the school's other Associate Deans and department heads to provide coordinated leadership of the school. The ADAA is responsible for leadership and oversight of the development, implementation and evaluation of outstanding academic programs in the FPB SON, and is responsible for student services, the Center for Nursing Education, Simulation and Innovation, and faculty development. The programs include BSN, MSN, Graduate Entry DNP (MN), DNP and PhD. S/he ensures that the programs of instruction are appropriately resourced, provides leadership and oversight to the operations that support the school's programs of instruction and serves as a role model in innovation, collaboration and consensus-building.

Responsibilities and Duties

Curricular Leadership

- Leads the implementation of the School's academic programs, ensuring adherence to academic policies and professional standards of both the school and the university;
- Provides leadership and oversight to the Program Directors in the development of the school's academic programs including development of curricular and programmatic innovations and educational partnerships;
- Provides leadership and oversight for the development of an annual plan for teaching assignments.
- Assumes responsibility for the evaluation of the School's academic programs, including course evaluation and program evaluations;
- Uses quality monitoring and reporting matrices to improve programs;
- Conducts periodic studies to determine program feasibilities/trends;
- Leads the development of reports required for successful accreditation of the School and its programs;
- Evaluates the linkages between and among the academic degree programs for their impact on one another and the total academic portfolio.

Academic and Professional Leadership

- Assists in developing the School's strategic initiatives;
- Demonstrates leadership to foster scholarly faculty activities around research, publications, national and global partnerships, and scholarly development;
- Consults with the Dean in the process of appointment and evaluation of faculty members;
- Partners with the Program Directors and the Associate Dean for Finance and Administration to develop an annual budget to support the academic programs and its component supporting units;
- Oversees the development, implementation and planning for orientation and faculty development including clinical faculty and preceptors to meet both the faculty development and academic program needs;
- Ensures dissemination of programmatic updates through work with the Director of Marketing and Communication;
- Collaborates with the Dean and other Associate Deans to recommend annual enrollment targets for the academic programs.
- Develops strategies to enhance recruitment and retention of students.

Collaboration

- Collaborates with those engaged in clinical practice and other educators and scientists to identify new opportunities for educational programming;
- Works with the Associate Dean for Research and Scholarship on aspects of the Ph.D. Program based on future needs, forecasts the resources needed to ensure continued academic program excellence;
- Navigates and creates faculty and student opportunities within multiple major, complex academic health centers;
- Leads multi-institution partnerships and multidisciplinary collaborative efforts to support evidence based practice, research, and quality curricular innovation and evaluation.

Requirements

- Doctoral degree in nursing or related field is required with experience equivalent to the rank of full professor.
- Transformational vision for nursing that can serve as a model for advancing the profession and supporting innovation in nursing and health care;
- Excellent decision-making skills;
- Strong record in nursing scholarship is vital, as well as demonstrated strength in research and teaching;
- Experience in curricular innovation, evaluation, and accreditation;
- Experience in nursing education and progressive leadership responsibility in academic administration;
- Strong appreciation and advocacy for diversity in the SON;
- Demonstrated track record of attracting, managing and mentoring colleagues;
- Ability to function as a member of a team both within the SON and across the University; Proven ability to develop trust and to build strong, collaborative working relationships with clinical and research faculty;
- Engagement in significant scholarship and active service as defined in the Case Western Reserve University and Frances Payne Bolton Faculty Handbooks;
- A record of active service within the professional community that would enhance this leadership role is also expected.

Other Requirements and Qualifications

- Must be an excellent and active listener, consistent, reflective and self-aware;
- Superior ability to communicate persuasively, effectively and thoughtfully, to promote collaboration and teamwork, and to engender trust and respect. Excellent interpersonal, verbal and written abilities;
- A personality that can actively develop effective relationships at all levels, and the ability to address and resolve conflicts with integrity and compassion;
- Unimpeachable personal and professional integrity and trustworthiness and a commitment to the highest ethical and professional standards.

The Frances Payne Bolton School of Nursing collaborates and shares facilities with multiple clinical sites in Ohio including University Hospitals of Cleveland, Cleveland Clinic Foundation, MetroHealth Medical Center and Louis Stokes Veteran's Affairs Medical Center. Located in the Samson Pavilion of the beautiful new Health Education Campus of Case Western Reserve University, our building features teaching laboratories, conference spaces, a simulated center and numerous standardized patient rooms.

Interested candidates should applying writing by sending the following:

Interested candidates can inquire/should apply in writing by sending the following to:

Carol M. Musil, PhD, RN, FAAN, FGSA

Dean, FPB School of Nursing

Case Western Reserve University

10900 Euclid Avenue

Cleveland, OH 44106-7343

Or by email at mtr2@case.edu

- Letter outlining interest and experience, vision for the Associate Dean for Academic Affairs, leadership philosophy;
- Current curriculum vitae;
- Names and contact information for six references (doctoral preparation and professor-level preferred), one of which must be a recent supervisor. References will not be contacted without the applicant's permission.

In employment, as in education, Case Western Reserve University is committed to Equal Opportunity and Diversity. Women, veterans, members of underrepresented minority groups, and individuals with disabilities are encouraged to apply.

Case Western Reserve University provides reasonable accommodations to applicants with disabilities. Applicants requiring a reasonable accommodation for any part of the application and hiring process should contact the Office of Inclusion, Diversity and Equal Opportunity at 216-368-8877 to request a reasonable accommodation. Determinations as to granting reasonable accommodations for any applicant will be made on a case-by-case basis.

10/2019