



Director of the BSN Nursing Program Job Posting

POSITION

Director of the BSN Nursing Program

JOB SUMMARY

Spalding University is seeking a dynamic academic leader as the Director of the BSN Nursing Degree Program, a program offering a traditional and accelerated pre-licensure Baccalaureate and Rn to BSN degree to students who are licensed Registered Nurses. The Director has leadership responsibility for the coordination, supervision and administration of the program. The Director reports to the Associate Dean of the Kosair Charities College of Health and Natural Sciences. The Spalding Nursing Program is the oldest baccalaureate nursing program in the commonwealth of Kentucky.

As the Director of the Program, the person will also hold academic rank based upon credentials and experience and to meet expectations for teaching load as defined by the University.

DUTIES AND RESPONSIBILITIES

In addition to the policies and procedures contained in the *Spalding University Faculty Governance Document*, *Spalding University Policy Manual*, *Bylaws of the Faculty Organization of the School of Nursing*, and the Policies and Procedures of the School of Nursing, the following duties and responsibilities include:

Duties and Responsibilities

1. Support the mission and philosophy of Spalding University and the School of Nursing.
2. Ensure program quality that will meet accreditation standards
3. Develop, implement, evaluate, and update the mission (purpose), philosophy, learning outcomes (objectives) of the nursing education programs in the Nursing Division.
4. Provide leadership in developing and maintaining quality faculty, staff, and students through recruitment, retention, and development
5. Execute responsible budget planning and management;
6. Plan and provide theoretical instruction, clinical experiences, and laboratory (skill and/or simulation) experiences that reflect an understanding of the philosophy, objectives, and curriculum of the nursing education program.
7. Design, implement, and evaluate the curriculum.
8. Develop, evaluate, and revise student admission, progression, retention, and graduation policies within the policies of the Spalding University and the School of Nursing.
9. Participate in academic advising and guidance of students.
10. Evaluate student achievement of curricular outcomes (objectives) related to nursing knowledge and practice.
11. Effectively prepare for classroom, laboratory, and clinical experiences.
12. Actively participate in department, school, and University committees.
13. Engage in service to the University, the community, and the profession.
14. Other duties as identified and/or assigned.



Knowledge, Skills, and Abilities

1. An earned doctorate in nursing or related field and a master's degree in nursing. Candidates with significant progress towards an earned doctorate in nursing or related field and a master's degree in nursing may be considered.
2. An active license, or eligibility for licensure to practice as a Registered Nurse in Kentucky is required.
3. Two years of full-time, or equivalent, professional nursing clinical experience.
4. Two years of full-time, or equivalent, teaching experience in a baccalaureate or higher degree program.
5. Documented knowledge and skills related to the teaching of adults, teaching methodology, curriculum development, and curriculum evaluation.
6. Knowledge and understanding of Microsoft Office Suite, in particular Word, Excel, PowerPoint, and Outlook preferred.
7. Experience with online education preferred.
8. Experience with Moodle or similar system preferred.
9. Working irregular hours, including evenings and weekends, may be expected.

Nature of Work Environment

1. Tasks involve the ability to manage multiple meetings, priorities, extensive e-mail communication, projects, people, and activities.
2. Tasks may involve extended periods of time at a computer keyboard or workstation.
3. While performing the duties of this job, you may be required to walk; stand; sit; reach with hands and arms; balance; stoop; speak with clarity, have appropriate vision and hearing capabilities.

CONTACT

For more information and/or to apply, please electronically submit your Curriculum Vitae, names and contact information for three (3) professional references, along with a letter of interest to:

Susan O'Keefe
School of Nursing
Spalding University
845 S. Third Street
Louisville, KY 40203
sokeefe@spalding.edu

Review of applications will begin immediately, and the search will remain open until the position is filled.

ABOUT SPALDING UNIVERSITY:

Nestled in the midst of Kentucky's largest city, historic Spalding University combines a rich history and a commitment to community service as we attract students who desire a high quality education in a very personalized setting. An engaged faculty serves nearly 2500 students at the bachelors', masters and doctoral levels, providing quality, real-world learning in liberal and professional studies.



Faculty, staff and students are united by the institutional mission:

Spalding University is a diverse community of learners dedicated to meeting the needs of the times in the tradition of the Sisters of Charity of Nazareth through quality undergraduate and graduate liberal and professional studies, grounded in spiritual values, with emphasis on service and the promotion of peace and justice.

With a focus on community service and leadership, Spalding offers all students a mission-driven connection to community and comprehensive learning resources while striking a distinctive balance serving the educational needs of both the traditional student and the working adult. In addition, our unique 6-week session delivery format affords students needed scheduling flexibility amidst other life responsibilities.

Spalding University is an Equal Employment Opportunity/Affirmative Action employer. The University complies with all federal, state and local equal employment opportunity laws. It is the University's policy not to discriminate against any individual or group of individuals and to provide equal employment opportunity to all qualified persons regardless of race, color, national origin, age, disability, religion, sex, pregnancy, sexual orientation, gender identity, marital status, military status, veteran status or other protected status. All job offers are contingent upon successful completion of a pre-employment drug screening as well as a criminal background check.