

Assistant or Associate Dean of Undergraduate Nursing
Marian University

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Posted May 9, 2024, set to expire Dec. 14, 2024

Job Title Assistant or Associate Dean of Undergraduate Nursing
Department Nursing
Institution Marian University
Indianapolis, Indiana

Date Posted May 9, 2024

Application Deadline Open until filled

Position Start Date Available immediately

Job Categories Associate/Assistant Head

Academic Field(s) Nursing - General

Job Website <https://marian.rec.pro.ukg.net/MAR1500MNUI/JobBoard/fde73847-46d9-4c8a-924e-a28b5c630bfc/OpportunityDetail?opportunityId=2b0c4fb5-efcc-4ba7-b7a7-f01165e2f6d8>

Apply By Email

Job Description

Description

As a part of a diverse community of faculty and staff who represent many faith systems and worldviews, Marian University seeks a 12 month Assistant or Associate Dean for Undergraduate Nursing who will promote Marian University's Catholic mission and identity by ensuring qualified faculty and academic programming across all tracks and locations of the BSN program. This position oversees curriculum, student admission, progression, outcomes, and faculty development. The Assistant Dean guides decision making for policy and practices related to teaching, advising students, curriculum revision and development, and clinical site management. This position is responsible for the BSN curricular activities to program compliance, as well as state, regional and national accreditation standards.

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The Assistant Dean is a self-directed with exceptional communication and relational skills. The candidate needs the ability to design and deliver presentations as well as represent Marian University in a positive and professional way to diverse populations including, but not limited to, students, faculty, community representatives, potential donors and healthcare partners. Additionally, this person will collaborate with professionals in various divisions across campus.

Essential Duties and Responsibilities:

- * Actively engage the Catholic Franciscan mission and identity of Marian University by modeling the Franciscan Sponsorship Values and honoring the legacy of the founding congregation through transformative education, unity in diversity, leadership through service, integrating faith and life, and institutional policies.
- * Builds a strong working relationship with the undergraduate faculty and Directors to ensure that the academic programs and goals align with the LSON strategic plan.
- * In collaboration with the LSON Leadership Team, assists in search for qualified undergraduate faculty through professional networking and liaising with Human * Resources to maintain current position descriptions.
- * Reviews full-time undergraduate faculty candidates according to HLC, state regulations, and relevant programmatic standards, along with policies and procedures of the University, and makes hiring recommendations to the Dean.
- * Collaborates with Directors and Assistant Directors to conduct regular formative appraisals of full-time and adjunct faculty with the goal of amplifying faculty strengths and mitigating areas of weakness.
- * Ensures all new BSN faculty have early and ongoing access to the resources of the Center for Teaching and Learning.
- * Ensures proper credentialing of full-time and adjunct faculty teaching in undergraduate nursing, and takes prompt action as needed.
- * Works collaboratively with faculty committees to achieve the goals in the LSON strategic plan.
- * Apprises all full-time faculty of faculty requirements for promotion and creates avenues for these requirements to be met.
- * Communicates regularly and effectively with the Dean and other LSON Leadership Team members.
- * Teaches in courses where academically and experientially qualified as needed (no more than 25% of workload).
- * Participates in various Marian University committees as an LSON representative and implements departmental initiatives throughout campus.
- * In collaboration with the respective Directors, investigates educational concerns requiring action and actively works toward resolution.
- * Represents the Dean in meetings and other forums as needed.

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University Expectations:

- * Knowledge of and a commitment to the mission of Marian University
- * Adheres to Marian University's policy and procedures
- * Shows courtesy and respect in interactions with fellow employees, students, subordinates, and supervisors
- * Communicates regularly with supervisor about Department issues
- * Meets department productivity standards
- * Participates in developing department goals, objective, and systems
- * Assists to establish department measurements that align and support the accomplishment of the University and LSON strategic goals
- * Adheres to the department budget

Required Qualifications:

- * The Assistant/Associate Dean will have an earned doctorate (PhD or DNP) in nursing or a related field and a minimum of a Master's degree in nursing.
- * Ideally, the Assistant/Associate Dean will have 5 years' experience in post-secondary nursing education with at least three of them in a full-time academic leadership role.
- * The successful candidate will be required to have current licensure to practice nursing in the State of Indiana, additional licensure may be indicated and national certification(s) consistent with his/her practice credentials.
- * Proficiency with Microsoft Office suite is required as is recent experience with a learning management system such as Canvas or Blackboard.
- * Competency in basic statistical analysis, and interpretation and presentation of data.
- * High level of proficiency with collaboration, strategic planning, and project development is necessary.

For Consideration All Applications Require:

- * Cover Letter
- * Current resume or CV
- * Contact information of three professional references. The reference contact information must be entered after the application is submitted in the "My Presence" section of the applicant profile.
- * Responses to the supplementary mission & identity questions.

Please Review Marian University's Mission & Identity Statement before responding to the



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supplementary questions on your application: <https://www.marian.edu/faith>

Marian University is an Equal Opportunity Employer. All individuals, including minorities, women, individuals with disabilities, and veterans are encouraged to apply.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact