

Director of Occupational Therapy Assistant Program  
Marian University

Direct Link: <https://www.AcademicKeys.com/r?job=235856>

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

**Job Title** Director of Occupational Therapy Assistant Program  
**Department** Health Professions  
**Institution** Marian University  
Indianapolis, Indiana

**Date Posted** May 9, 2024

**Application Deadline** Open until filled

**Position Start Date** Available immediately

**Job Categories** Director/Manager

**Academic Field(s)** Occupational Therapy

**Job Website** <https://marian.rec.pro.ukg.net/MAR1500MNUI/JobBoard/fde73847-46d9-4c8a-924e-a28b5c630bfc/OpportunityDetail?opportunityId=8e1cec97-a7ea-4841-9f9f-429bc1c8956f>

**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 Director of Occupational Assistant Program to promote our Catholic Franciscan mission and identity by being responsible for the start of the Occupational Therapy Assistant Associate Degree Program.

The successful candidate will be a visionary leader overseeing the development and accreditation for the OTA Program. The leader will be responsible for curriculum development, administration and hiring of faculty to support the student and program needs. They will be a key leader in the institution to initiate a new program, increase enrollment and collaborate with all health profession programs on campus.

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This is a 12-month, full time, core faculty member holding the rank of Assistant or Associate Professor depending on experience. The appointment will provide administrative release time to carry out the duties of the program director.

Responsibilities include the following. Other duties may be assigned:

### Support the Mission

\* 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.

### Engage in the Vision

- \* Implement the OTA Associate Degree program that will meet or exceed the strategic plan, enrollment goals, and impact the community for the greater good.
- \* Provide excellence in occupational therapy assistant education to best serve Marian University students and the healthcare community.

### Be a Transformational Leader

- \* Develop a culture of excellence.
- \* Recruit, train and retain talented faculty with a focus on diversity, equity, and inclusion.
- \* Lead a collaborative team to implement an evidenced based curriculum.
- \* Collaborate with all health professions programs to create interprofessional education opportunities for faculty, staff and students.
- \* Design, implement and revise an innovative curriculum that meets accreditation requirements and attracts students.
- \* Develop, implement and revise policies that reflect current practice and the values of Marian University.
- \* Manage the program budget and ensure all expenditures are made in a fiscally responsive manner.
- Establish program goals and metrics to monitor program success and growth.
- \* Collect, analyze, prepare and submit regulatory and accreditation reporting requirements.
- \* Ensure faculty are experientially and academically qualified to teach in accordance with accreditation standards.
- \* Promote and evaluate faculty performance and development.
- \* Create a learning and work environment that meets the accreditation requirements, welcomes faculty,

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staff and students and attracts students to the University.

University Expectations:

- \* Knowledge of and a commitment to the mission of Marian University
- \* Adheres to Marian University's policies 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
- \* Adheres to the department budget
- \* Fulfills other duties as assigned by the SVP of Health Professions.

Required Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

To be qualified for this position the candidate must:

- \* Initially certified as an occupational therapist or occupational therapy assistant.
- \* Hold an active unrestricted occupational therapist or occupational therapy assistant license in any state and is eligible for an Indiana unrestricted license.
- \* Have an earned academic degree in Occupational Therapy or Occupational Therapy Assistant and hold minimally a Master degree awarded by an institution accredited by USDE-recognized accrediting agency.
- \* At least 5 years documented experience as an occupational therapist or occupational therapy assistant (clinical practice, administrative and scholarship),
- \* A minimum two years full time academic experience in post secondary education. Experience in OTA education is preferred.
- \* Preference will be given to applicants with previous ACOTE accreditation standard experience.

Review of applications will begin immediately and continue until the position is filled.

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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 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**

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