

Associate Dean of Clinical Affairs - HS Associate/Full  
Clinical Professor - School of Optometry and Vision  
Science  
University of California Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=254624>

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Posted Mar. 20, 2025, set to expire Mar. 31, 2025

**Job Title** Associate Dean of Clinical Affairs - HS Associate/Full  
Clinical Professor - School of Optometry and Vision  
Science

**Department** School of Optometry and Vision Science

**Institution** University of California Berkeley  
Berkeley, California

**Date Posted** Mar. 20, 2025

**Application Deadline** 03/31/2025

**Position Start Date** Available immediately

**Job Categories** Associate/Assistant Dean  
Professor  
Associate Professor  
Prof of Practice/Clinical Prof

**Academic Field(s)** Optometry/Vision Science  
Health Sciences - General

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**Job Description**

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**Associate Dean of Clinical Affairs - HS Associate/Full Clinical Professor - School of Optometry  
and Vision Science**

**Position overview**

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**Salary range:** Salary will be commensurate with experience. The posted UC academic salary scales set the minimum pay determined by rank and step at appointment. See the following table for the current salary scale for this position: [[https://www.ucop.edu/academic-personnel-programs/\\_files/2024-25/oct-2024-scales/t5-2.pdf](https://www.ucop.edu/academic-personnel-programs/_files/2024-25/oct-2024-scales/t5-2.pdf)]. The current base salary range for this position is \$[134,300]-\$[286,000]. "Off-scale salaries" and other components of pay, which would yield compensation that is higher than the published system-wide salary at the designated rank and step, are offered when necessary to meet competitive conditions.

**Percent time:** 100%

**Anticipated start:** Spring 2025. Exact start date negotiable.

**Position duration:** Expected initial five-year term as Associate Dean, with annual reappointment as Health Sciences Associate or full Clinical Professor.

**Application Window**

**Open date:** February 10, 2025

**Next review date:** Monday, Mar 31, 2025 at 11:59pm (Pacific Time)

Apply by this date to ensure full consideration by the committee.

**Final date:** Monday, Mar 31, 2025 at 11:59pm (Pacific Time)

Applications will continue to be accepted until this date.

**Position description**

The Associate Dean of Clinical Affairs (ADCA) provides leadership, strategic direction, oversight and management for the school in areas related to clinical operations and curriculum for the Doctor of Optometry, clinical residency and faculty practice programs within the Herbert Wertheim Centers of Excellence for Eyecare and Vision Health, Herbert Wertheim School of Optometry and Vision Science at the University of California, Berkeley. Patient care is provided to the public within the context of eyecare and education; thus the associate dean is responsive to the needs of both patients and students.

The Associate Dean of Clinical Affairs maintains a strong supportive relationship with other administrators, faculty, staff, residents and students to provide focus, and to ensure compliance with accreditation standards. The ADCA is responsible for preparing outcome measure data in support of

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institutional effectiveness related to the clinical program and quality assurance standards. The Associate Dean also has the responsibility for staying current with federal and state healthcare, and safety regulations related to the school's clinical facility and clinical operations and ensuring that the school has policies in place reflecting these. The Associate Dean for Clinical Affairs is responsible for regularly assessing the quality of care delivered in all Herbert Wertheim School of Optometry and Vision Science optometry clinics and will produce and collect quality assurance data and report regularly to the Dean and other Associate Deans. Additionally, the ADCA works closely with the Senior Assistant Dean of Operations and the Assistant Dean of Clinical Operations on matters related to clinical care, medical billing and compliance with state and federal regulations that apply. The ADCA will be based at the main campus clinic, the Meredith W. Morgan University Eye Center.

### **Responsibilities:**

The Associate Dean of Clinical Affairs is responsible for regularly assessing the quality of care and clinical curriculum and clinical training delivered in all the Herbert Wertheim Centers of Excellence for Eyecare and Vision Health eye clinics.

The Associate Dean of Clinical Affairs will participate with school leadership in short and long-term strategic planning as it relates to clinical curriculum, clinical training and patient care. The Associate Dean will work with the Dean, Senior Assistant Dean, Assistant Dean for Clinical Operations and the CFO to develop and manage the strategy for revenue generation initiatives and new clinical programs. They will also work with the Curriculum Committee to ensure that all aspects of the curriculum are aligned and efficient across the 4 years for the professional program.

The Associate Dean is responsible for ensuring clinical credentialing for faculty and continually assessing and providing oversight for the clinic management information system. The Associate Dean works in conjunction with the clinic chiefs and the Assistant Dean of Clinical Operations to ensure high quality care and patient satisfaction and also has responsibility for formalized monitoring, reporting and follow-up related to patient complaints and incident reports. The ADCA will be an active member of the California Association of Optometrists, the American Association of Optometrists and the American Academy of Optometry.

The Associate Dean is responsible for all clinical operations and clinical curriculum, including the residency program, OD program, clinic faculty hiring, scheduling and career development, and staff recruitment, training and career development.

Additionally, the Associate Dean works closely with the Assistant Dean of Clinical Operations and the

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CFO on matters related to eye care billing and compliance with state and federal regulations that apply. The Associate Dean will also work with the Dean and Senior Assistant Dean to develop and oversee annual budgets; determining expense priorities, recommending and implementing changes to methods, unit planning, staffing, programs and other financial activities.

The Associate Dean provides high-level oversight to program improvement and infection control activities, monitoring and improving the function of key clinic support units including the Refractive Surgery Center, central sterilization, the preclinical laboratory, and state regulations for students, residents, faculty and staff.

In addition, the Associate Dean works closely with the Associate Dean of Admissions and Student Affairs, Associate Dean of Clinical Initiatives, Associate Dean of Academic Affairs, the curriculum committee and the director of community-based programs to ensure that external clinical sites managed by the the School comply with all rules, regulation policies and procedures and that collectively, students and residents are prepared to be the doctors of optometry of the future.

The Associate Dean of Clinical Affairs is expected to have a preclinical, clinical or didactic teaching role, consistent with his/her area of expertise as well as a clinical assignment in the School. The responsibilities of the health science clinical faculty members include teaching optometric student clinicians in the patient care environment, performing direct patient care when student clinicians are unavailable both on or off the UC Berkeley campus, and/or teaching optometric student clinicians the basics of eye examinations sequence in the pre-clinical environment. They may also perform service to the school and community through education or various outreach programs on or off the UC Berkeley campus.

Appointees will be eligible for advancement through the ranks of the Health Sciences Clinical Professor series, based on performance in teaching, professional activity, scholarly and creative activity, and service.

### **Qualifications**

**Basic qualifications** (required at time of application)

O.D. or equivalent international degree.

**Additional qualifications** (required at time of start)

- To be eligible to work, clinic employees must comply with all UC Berkeley Optometry Clinic annual immunization and medical screening requirements, trainings, and University and School

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policies.

- Employment is contingent on successful completion of a Background Check.

### Preferred qualifications

- Advanced and in-depth knowledge of clinical optometry training programs including short and long range strategic plans, vision, goals, objectives, infrastructure, academic achievements and awards.
- Advanced skill in advocating for and representing the School to its various publics including optometric societies and associations, state boards, state and federal legislations and local communities.
- Expert oral and written communication skills.
- Excellent problem-solving skills; ability to research and analyze complex situations critically, act decisively, and clearly convey information to others.
- Expert ability to lead and work with a dynamic and diverse group of faculty, staff and students. 10 years' experience in optometric education.

### Application Requirements

#### Document requirements

- Curriculum Vitae - Your most recently updated C.V.
- Statement of Education & Teaching Experience
- Cover Letter (Optional)
- Statement on Contributions to Diversity, Equity, Inclusion, and Belonging - Statement on your contributions to diversity, equity, inclusion, and belonging in research, teaching, and service, including information about your record of activities to date, and plans for contributing if hired at UC Berkeley. [More Information and guidelines.](#)  
(Optional)

#### Reference requirements

- 3-5 required (contact information only)

Candidates should provide the contact information for at least three, but not more than five references at the time of application. Letters of reference will only be solicited for finalists.

**Apply link:** <https://aprecruit.berkeley.edu/JPF04706>

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**Help contact:** [malegria@berkeley.edu](mailto:malegria@berkeley.edu)

### About UC Berkeley

UC Berkeley is committed to diversity, equity, inclusion, and belonging. The excellence of the institution requires an environment in which the diverse community of faculty, students, and staff are welcome and included. Successful candidates will demonstrate knowledge and skill related to ensuring equity and inclusion in the activities of their academic position (e.g., teaching, research, and service, as applicable).

The University of California, Berkeley is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age, or protected veteran status.

Please refer to the [University of California's Affirmative Action Policy](#) and the [University of California's Anti-Discrimination Policy](#).

In searches when letters of reference are required all letters will be treated as confidential per University of California policy and California state law. Please refer potential referees, including when letters are provided via a third party (i.e., dossier service or career center), to the [UC Berkeley statement of confidentiality](#) prior to submitting their letter.

As a University employee, you will be required to comply with all applicable University policies and/or collective bargaining agreements, as may be amended from time to time. Federal, state, or local government directives may impose additional requirements.

As a condition of employment, the finalist will be required to disclose if they are subject to any final administrative or judicial decisions within the last seven years determining that they committed any misconduct, are currently being investigated for misconduct, left a position during an investigation for alleged misconduct, or have filed an appeal with a previous employer.

- "Misconduct" means any violation of the policies or laws governing conduct at the applicant's previous place of employment, including, but not limited to, violations of policies or laws prohibiting sexual harassment, sexual assault, or other forms of harassment, discrimination, dishonesty, or unethical conduct, as defined by the employer.
- [UC Sexual Violence and Sexual Harassment Policy](#)
- [UC Anti-Discrimination Policy for Employees, Students and Third Parties](#)
- [APM - 035: Affirmative Action and Nondiscrimination in Employment](#)

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**Job location**

Berkeley, CA

To apply, visit <https://aprecruit.berkeley.edu/JPF04706>

**Contact Information**

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

**Contact**

N/A

University of California Berkeley

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