



# Illinois Department of Financial and Professional Regulation

## Division of Professional Regulation

<b>NAME OF EDUCATIONAL INSTITUTION:</b>	<b>Elmhurst College</b>
<b>POSITION:</b>	<b>Director Undergraduate Nursing Program</b>
<b>RESPONSIBILITIES:</b>	<ol style="list-style-type: none"> <li>1. Provides Academic Oversight of the Undergraduate Pre-licensure Program which includes:             <ol style="list-style-type: none"> <li>a. Serves as leader and participant in the development, implementation and evaluation of program curriculum, philosophy, goals and objectives.</li> <li>b. Serves as a resource to faculty in planning and assessing student, course and program outcomes.</li> <li>c. Monitors, evaluates and recommends program revisions as indicated by trends in nursing, nursing education, and healthcare.</li> <li>d. Monitors regulatory, accrediting and licensure expectations of regulatory bodies, working with the director of the department to ensure compliance with expectations.</li> <li>e. Directs preparation of students for graduation and licensure.</li> <li>f. Implements a plan for faculty development.</li> <li>g. Participates in faculty and adjunct faculty orientation and compliance with regulatory, institutional and professional expectations.</li> <li>h. In consultation with Department Director, provides guidance to clinical coordinator in the selection, maintenance, and evaluation of laboratory and clinical practicum sites.</li> <li>i. Serves as an expert teacher and role model of nursing content and pedagogy.</li> <li>j. Participates in the advisement of students regarding academic and professional matters.</li> <li>k. Provides guidance for faculty and student concerns in accordance with policy.</li> </ol> </li> <li>2. Serves as a member of the department leadership team             <ol style="list-style-type: none"> <li>a. Participates in the planning and implementation of the program budget.</li> <li>b. Monitors expenses and opportunities to enhance fiscal opportunities.</li> <li>c. Monitors student enrollment and persistence to graduation, recommending strategies to support student success and retention, manage fluctuations and support favorable growth.</li> <li>d. Assesses utilization of academic resources and needs to meet and enhance student learning.</li> <li>e. Recommends faculty assignments that reflect effective utilization of resources within department and college policies and budget.</li> <li>f. Participates in faculty recruitment and evaluation.</li> </ol> </li> <li>3. Serves the college, community and profession.             <ol style="list-style-type: none"> <li>a. Serves as the primary point of contact for undergraduate pre-licensure students, applicants and program support.</li> <li>b. Participates in college and department committees, collaborating with faculty across programs.</li> </ol> </li> </ol>

	<ul style="list-style-type: none"> <li>c. Serves in community and professional roles for which qualified.</li> <li>d. Supports the student nurse association events and service activities.</li> <li>e. Assists with annual and other reports to ensure department assessment and successful outcomes.</li> </ul> <p>4. Participates in scholarly activities to support appointment at Assistant Professor or higher academic rank.</p>
<b>MINIMUM QUALIFICATIONS:</b>	<ol style="list-style-type: none"> <li>1. PhD in Nursing or DNP from regionally accredited institution.</li> <li>2. Expertise in nursing education, clinical practice and leadership</li> <li>3. Three to five years' experience as a faculty member in baccalaureate or higher nursing education</li> <li>4. Excellent communication skills and ability to collaborate effectively across departments and disciplines</li> <li>5. Eligibility for professional licensure in State of Illinois</li> <li>6. Two years' experience in clinical nursing practice</li> <li>7. Commitment to working within a community that is committed to excellence in teaching, and promotion of students for lifelong learning, service and achievement.</li> </ol>
<b>PREFERRED QUALIFICATIONS:</b>	<ol style="list-style-type: none"> <li>1. 1 to 2 years' experience in an academic leadership role</li> </ol>
<b>TO APPLY:</b>	<p>Apply online at <a href="https://elmhurst.simplehire.com/postings/294">https://elmhurst.simplehire.com/postings/294</a>. For inquiries, please contact Dr. Terese Burch, Director, Elmhurst College Department of Nursing and Health Sciences at 630.617.3345 or <a href="mailto:terri.burch@elmhurst.edu">terri.burch@elmhurst.edu</a>. Elmhurst College, an equal opportunity employer, seeks candidates with demonstrated ability to contribute positively to a multicultural campus community.</p>