



Posting Date: November 2017

Position: Academic Coordinator, Assistant/Associate Faculty: Physician Assistant Studies
Department: JoAnn McGrath School of Nursing and Health Professions
Hours per week: Full time

Alverno College is a private liberal arts college with an internationally acclaimed ability-based program and diverse student body. Our low instructor-to-student ratio and collaborative faculty contribute to a positive learning environment. We provide students with real-life, hands-on experiences in the classroom, in study abroad opportunities and in professional internships related to their major. These experiences, among others, have resulted in Alverno College being recognized among the top four Midwest Regional Universities in the 2018 *U.S. News & World Report* "Strong Commitment to Teaching" category for the eighth consecutive year.

The JoAnn McGrath School of Nursing and Health Professions invites applications for a full-time Assistant/Associate Professor to serve as Academic Coordinator for Alverno's Master of Science of Physicians Assistant Studies.

Successful applicants will be PAs with a master's degree or higher and will hold current NCCPA certification, current PA licensure in Wisconsin, and have at least two years' experience in clinical practice as a PA. Priority will be given to candidates with experience as PA educators.

This is a full-time exempt faculty position with specific administrative responsibilities as essential components of employment. Salary and academic rank will be commensurate with qualifications, education, and experience. Alverno College health, disability, and retirement plan enrollment is available to full time employees and eligible dependents. Tuition benefits are available for employees and qualified dependents.

Primary Duties and Responsibilities

*The following information is not meant to be all-inclusive.
Other duties and responsibilities may be assigned as necessary.*

Reporting to the PA Program Director and working collaboratively with faculty in the PA and nursing programs, the dean of the Joann McGrath School of Nursing and Health Professions, and the dean of the School of Adult Learning and New Initiatives, the Academic Coordinator is responsible for developing and guiding the curriculum for 1st year PA students. This includes and is not limited to:

- Developing, guiding, evaluating, and revising the 1st year academic curriculum;
- Developing and updating course syllabi, required reading assignments, and learning objectives;
- Advising and evaluating 1st-year students;
- Collaborating with the lab manager to ensure correlation between the curriculum and lab resources;
- Developing and maintaining required documentation regarding student grades, remediation plans, academic issues, and other topics related to didactic education;
- Providing preceptors with academic and teaching support;



- Participating in the admissions process, including marketing, recruiting, and selecting students for the program;
- Participating in the program's ongoing self-study, accreditation, and continuous improvement processes;
- Teaching in the program as appropriate;
- Maintaining professional currency through clinical practice (20% release); and
- Engaging in scholarship and/or other research that promotes Alverno's distinctive educational mission and its place in PA education.

Qualifications

Successful applicants will be excellent communicators, have professional interpersonal skills, be innovative problem-solvers, and have demonstrated leadership potential. In addition, successful applicants will:

- Possess an understanding (or willingness to attain it) of Alverno's contemporary life as a Catholic, Franciscan institution and as a college for women;
- Have and continue to develop exceptional relationships with colleagues throughout the region to foster collaboration and IPE;
- Have the organizational capabilities to coordinate a complex curriculum, as well as the interpersonal skills to mentor instructional faculty; and
- Represent the College throughout the state, region, and nation in the development of progressive education, collaborative relationships, IPE opportunities, professional societies, etc.

Successful candidates will have a demonstrated commitment to promoting diversity, inclusion, and multicultural competence in an educational and work environment and must be willing to contribute to the College's strategic plan of inclusion.

Education

Master's degree in Physician Assistant Studies

How to Apply

Apply on-line at <http://www.alverno.edu/jobs>

Please attach your cover letter, resume, teaching philosophy statement, research philosophy statement, and list of references to the on-line application

Alverno College is an Equal Opportunity Employer and committed to workplace diversity