

Director of Health Professions Pathways Program
Marian University

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Downloaded On: Dec. 4, 2024 3:40am

Posted Aug. 7, 2024, set to expire Dec. 14, 2024

Job Title Director of Health Professions Pathways Program
Department Student Success and Engagement
Institution Marian University
Indianapolis, Indiana

Date Posted Aug. 7, 2024

Application Deadline Open until filled

Position Start Date Available immediately

Job Categories Director/Manager

Academic Field(s) Public Relations/Marketing
Business & Administration
Admissions/Financial Aid
Administration - Academic Unit

Job Website <https://marian.rec.pro.ukg.net/MAR1500MNUI/JobBoard/fde73847-46d9-4c8a-924e-a28b5c630bfc/OpportunityDetail?opportunityId=a87a49bb-1784-4508-94b4-ee21624c3a2d>

Apply By Email

Job 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 Health Professions Pathway Program to promote our Catholic Franciscan mission and identity by providing leadership and direction in creating pathways that support recruiting and educating talented and diverse students for the health professions academic programs.

The Director of Health Professions Pathway Programs is a self-starter with exceptional relational skills. The director needs the ability to represent Marian University in a positive and professional way to

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diverse populations. Additionally, the director 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.
- * Serves as the lead agent in planning and facilitating the annual MU Healthcare Summer Camp, including the coordination of camp marketing, communication, the application process, schedule & content, budget, etc.
- * Establishes and maintains relationships with K-12 school system administrators, guidance counselors, teachers, parents, and students, specifically as it relates to pathway programs of the health professions.
- * Establishes and maintains relationships with local community organizations that serve underrepresented populations, such as the Center for Leadership Development, Starfish Initiative, Indiana Latino Institute, and 21st Century Scholars, specifically as it relates to pathway programs of the health professions.
- * In conjunction with Marian University's K-12 School and Community Programs and Indiana Youth Programs on Campus (IYPC), serve as the lead agent in organizing and implementing MU Health Professions Pathway Programs, including simulation center tours and skills demonstration, aimed at connecting underrepresented middle and high school students with current MU health professions students, faculty, and alumni in healthcare careers.
- * Actively seeks and communicates service and outreach opportunities (tutoring, health, and wellness education, school supply drives, career fairs, career days, community clean-ups, etc.) connecting current health professions students with local K-12 school systems.
- * Establish and maintain relationships with healthcare clinicians (physicians, nurses, therapists, etc.) in the community as part an ongoing effort at providing mentoring opportunities for current health professions students.
- * Promotes the university's mission and identity by helping foster an environment dedicated to diversity, inclusion, and belongingness.
- * Maintains a strong and collaborative relationship with the MU Office of Undergraduate Admissions and MU Office of 21st Century Scholars.
- * Supervises the Coordinator for Health Professions Pathway Programs full-time position.
- * Other duties as assigned.

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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, objectives, and systems
- * Assists to establish department measurements that align and support the accomplishment of the University's strategic goals
- * Adheres to the department budget

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.

The candidate must have the following qualifications:

- * Master's degree
- * Previous experience with admissions/recruitment, student affairs, or leadership programs within an institution of K-12 education or higher education desired.
- * Knowledge of and commitment to the mission of Marian University.
- * Excellent verbal, written, collaborative, and interpersonal skills.
- * Strong computer skills with a proficiency in Microsoft Office.
- * Ability to prioritize and perform multiple projects concurrently, and work under minimal supervision.
- * Communicate effectively with internal & external groups
- * Review of applications will begin immediately and continue until the position is filled.

For Consideration All Applications Require:

- * Cover Letter
- * Current resume or CV
- * Contact information of three professional references. The reference contact information must be



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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