

Associate Dean for Academic Affairs
Duke University

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Job Title Associate Dean for Academic Affairs
Department School of Nursing
Institution Duke University
Durham, North Carolina

Date Posted Aug. 8, 2017

Application Deadline Dec. 1, 2017
Position -
Start Date

Job Categories Associate/Assistant Dean

Academic Field(s) Health Services
Academic Affairs
Administration - Academic Unit
Senior Administration
University Administration

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Job Description

General Purpose

A tremendous opportunity to join the number one school of nursing in the country as the Associate Dean for Academic Affairs (ADAA) and serve as the Chief Academic Officer within the School of Nursing.

Duke University School of Nursing seeks entrepreneurially minded candidates who thrive in a fast

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paced, flexible, supportive environment with demonstrated academic administrative leadership in complex major medical teaching universities. The ideal candidate is a national leader in nursing education with strong scholarship, excellent interpersonal skills, highly organized who excels at balancing needs of faculty, staff and students.

The ADAA reports directly to the Executive Vice-Dean and represents the school within Duke Health, Duke University and the outside community on matters related to the programs of instruction. As a member of the senior leadership team, the ADAA works closely with the school's other associate deans to provide coordinated leadership of the school.

Strategic Leadership

1. Provides vision and leadership to the development, implementation and evaluation of the School's academic programs
2. Engages faculty, other educators, and practice partners in the identification and implementation of current and new areas of educational programming.
3. Explores opportunities for developing or enhancing mutually beneficial academic initiatives and partnerships between the School of Nursing, Duke University, Duke Health System and other entities

Program and Curricular Development and Implementation

1. Collaborates with the Program Directors to guide implementation of academic programs
2. Critically evaluates the linkages between and among the academic degree programs for their impact on one another and the total academic mission

Resource Development and Allocation in Support of School's Academic Programs

1. Provides leadership and oversight to the development and implementation of an annual plan for teaching assignments, based on program needs, and consideration of faculty expertise and experience.
2. Collaborates with program directors and division chairs to identify needs for faculty recruitment and development
3. Coordinates with the Director of the Institute for Educational Excellence (IEE) to develop, implement, and evaluate programs that support the development of the faculty as innovative and effective teachers.
4. Develops an annual budget to support the academic mission of the school.

Students

1. Collaborates with the Program Directors, Office of Admissions and Student Services for student admission, progression and graduation processes and outcomes.
2. Serves as liaison to the University's Student Disability Access Office
3. Meets with faculty, students and administrators to interpret policy and adjudicate conflicts related to the academic program and student conduct.

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Evaluation

1. Ensures adherence to academic policies and professional standards.
2. Ensures ongoing evaluation of the school's academic programs, including course evaluation, program evaluation and teacher evaluations.
3. Provides input to division chairs for the periodic evaluation of faculty members.
4. Directs the development of multiple periodic reports on academic programs to internal and external groups, including the regional and professional accrediting bodies.
5. Utilizes evaluation data for process improvement

Minimum Requirements

Qualified candidates will be doctorally prepared, eligible for appointment in the senior ranks, have a history of experience in graduate nursing education and progressive leadership responsibility in academic administration, and a history of productivity in nursing scholarship.

About Duke University - <https://www.duke.edu/>

Younger than most other prestigious U.S. research universities, Duke University consistently ranks among the very best. Duke's graduate and professional schools — in business, divinity, engineering, the environment, law, medicine, nursing and public policy are among the leaders in their fields.

About Duke University School of Nursing - <https://nursing.duke.edu/>

Duke University School of Nursing blends the best of Duke University and Duke Health to provide opportunities and experiences in learning, in professional contacts, and in the social sphere that are uniquely Duke. Innovation is viewed in the broadest possible sense of the word as the realization of new programs and projects solving problems and serving social needs. DUSON champions innovation and entrepreneurship in nursing practice, research, and education.

Academic Programs. Students and faculty engage in collaborative learning opening pathways to expanded opportunities in the field of nursing. The curricula for Duke's Accelerated Bachelor of Science in Nursing (ABSN), Master of Science in Nursing (MSN), Doctor of Nursing Practice (DNP), and PhD in Nursing degree programs are based on the conviction that knowledge is meant to be used in service to communities and the world. Post-doctoral and certificate programs facilitate on-going education and/or research within the field of nursing.

Center for Nursing Discovery. In the Center for Nursing Discovery (CND), DUSON students use high-fidelity adult and pediatric mannequins in a simulated clinical setting, learning crucial patient-care skills. The CND harnesses the latest advances in technology to take nursing instruction beyond the classroom so learners can become clinical leaders in providing excellent patient care.

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Research. Duke University School of Nursing faculty members and students are actively involved in research and scholarship, generating new knowledge and translating evidence into practice.

Duke University School of Nursing received unprecedented rankings in the 2018 editions of U.S. News & World Report Best Graduate Schools and Best Online Programs rankings:

- 1st best graduate nursing school
- 1st best DNP program
- 2nd best nursing school for Nurse Practitioner: Pediatric, Primary Care education
- 3rd best online program for nursing
- 3rd best nursing school for Nurse Anesthesia education
- 3rd best nursing school for Nursing Informatics education
- 4th best nursing school for Nurse Practitioner: Family education
- 5th best nursing school for Nurse Practitioner: Adult-Gerontology, Acute Care education

Duke University School of Nursing received more than \$6.4 million in annual funds from the National Institutes of Health (NIH) in 2016, making it 4th among nursing schools engaged in NIH-funded research.

See full list of achievements at: <https://nursing.duke.edu/about/rankings-and-accolades>

Living in Durham, North Carolina

Called one of the top places to live by U.S. News & World Report, Sperling and Livability, Raleigh, Durham and Chapel Hill "the Triangle" offers strong job growth, high quality of life with a cost of living lower than the national average. An ideal central location: 9 to 11 miles from downtown Durham, 12 to 14 miles from the center of Chapel Hill and the University of North Carolina, and 18 to 21 miles from the state capital of Raleigh.

Living in Raleigh, Durham and Chapel Hill delivers options for everyone including year round outdoor activities, cultural facilities like the Durham Performing Arts Center, the North Carolina Museum of Art, the Contemporary Arts Museum and the North Carolina Symphony.

Cafes and bars including over 21 craft breweries further improve an already growing food scene. The area has the most live music venues in North Carolina.

This family-friendly area also has a children's museum, 200-plus parks and a 152-mile greenway system for safe biking and hiking. Raleigh and Durham is a great place for sports fans, with college athletics and professional hockey, soccer and baseball teams.



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EEO/AA Policy

Duke University prohibits discrimination and harassment, and provides equal employment opportunity without regard to age, color, disability, genetic information, gender, gender expression, gender identity, national origin, race, religion, sexual orientation, or veteran status. Duke is committed to recruiting, hiring, and promoting qualified minorities, women, individuals with disabilities, and veterans.

Contact Information

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

Contact Valerie Woodruff
Recruiting
Academic Keys

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