

Job Title**Associate Dean & Chair of Clinical Sciences****Job Description:**

The Associate Dean works with the Dean in providing administrative leadership for the academic and service missions of the school and works closely with the faculty and leadership team to ensure a progressive approach to the school's academic development.

The Chair of Clinical Sciences will be responsible for providing leadership, direction, mentorship, and administrative oversight to faculty and staff. The Chair also is responsible for ensuring that department members create and sustain excellence in teaching, research/scholarship, and practice. Additionally, the Chair helps develop, manage and oversee faculty practice plans, and engages in interprofessional activities across the institution's other colleges/schools and with external organizations.

In addition to administrative and academic leadership duties, this position will participate in didactic education, collaborative scholarly activity, service to the College and profession, and represent the Dean at campus, state, and national levels when requested.

Reports to:

Dean, College of Pharmacy

Classification:

Full-Time, Exempt

Essential Duties:

- Fosters communication, collaboration, respect, and teamwork between all members of the CHSU community including, but not limited to, students, staff, faculty, and administration.
- Develops, maintains, and enriches relationships with partners at the academic-practice interface, including health systems, corporate and independent pharmacies, pharmaceutical companies, and other stakeholders.
- Assists the Dean in the ongoing development and execution of the strategic plan and continuous quality improvement;
- Assists the Dean in academic matters including the preparation of accreditation and University-level reports.
- Optimizes the department's resources to advance the mission, vision, and goals of the department and the university.
- Promotes a culture and environment that supports and recognizes excellence in teaching, service, and research.
- Oversees student progression and success related to alternate academic progression pathways and academic leaves of absence in communication with all appropriate CHSU COP committees and stakeholders;
- Expand clinical partnerships through preceptor development in the community in collaboration with the Office of Experiential Education;
- Evaluates faculty needs relative to the Department's budget and the training and numbers required for successful achievement of the Department's mission and goals;
- Enhances community relationships between the COP and CHSU partners in the region;
- Prepare documents for the annual review of all department faculty performance in teaching, research, and service;
- Implement and assess the effectiveness of the mentoring program for faculty in the department;
- Serve as the primary point person and liaison for major cross-program clinical incentives with other Universities;
- Lead effort to create an interprofessional educational programming including CHSU programs in ways that further the clinical curriculum;
- Collaborate with programmatic assessment and participate in all accreditation and regulatory processes;
- Assist the faculty in the area of practice development and clinical research.

Teaching Load: The Chair will be expected to contribute to the teaching load of the Clinical Sciences Department. The amount of teaching will be considerably less than that for a full-time faculty member and will be negotiated annually with the Dean.

- The Department Chair will report directly to the Dean and will be assigned the following administrative responsibilities:
 - Conduct an annual review of all department faculty performance in teaching, research, and service;
 - Lead faculty recruitment, retention, and development specifically related to ASHP Midyear logistics and planning
 - Participate in curriculum development, delivery, and evaluation;
 - Pursue scholarly activities;
 - Develop and maintain an active research program;
 - Collaborate with programmatic assessment and participate in all accreditation and regulatory processes;
 - Supervise department faculty in their research and scholarly activities.

**Qualifications/
Education:**

Education and Knowledge

- PhD, PharmD or equivalent required
- Skills & Experience
- At least 7 – 10 years of academic or like experience.
- Teaching experiences at the professional level;
- Past or concurrent research including peer-reviewed publications and grant support;
- Academic administrative experience managing people and/or systems;
- A track record of leadership and collegiality;
- A demonstrated record of academic teaching, research productivity, and professional service and the leadership skills necessary to promote these qualities among the faculty;
- Experience in administration, including budget management, policy development, program and curriculum development, and faculty supervision, development and evaluation;
- Strong interpersonal skills and the enthusiasm and motivation to contribute to the growth and development of the basic science department(s) of the college.
- Eligible for pharmacist licensure in the state of California;
- Preceptor development/education experience;
- Experience working with interprofessional teaching;
- Residency program-trained;
- Teaching certificate program-trained.

Compensation:

CHSU offers a competitive benefit and compensation package; salary is commensurate with experience.

To learn more about our team, click [here](#).

Application Instructions

Interested candidates are to electronically submit a letter of interest, a detailed resume and the names, titles, addresses, and telephone numbers of at least (3) professional references who may be contacted. Please send a completed package electronically to careers@chsu.edu and type **Associate Dean / Chair of Clinical Sciences** in the subject field of the email.