

**Director of Clinical Education/Faculty**

**Job Description**

At DMU you will make a meaningful contribution to the dynamic future of Medicine and Health Sciences. DMU is seeking a Director of Clinical Education/Faculty. Engage in teaching, service, and scholarly activities. Primary responsibility will be to plan, coordinate, facilitate, administer, and monitor the clinical education program and activities.

**Essential Duties and Responsibilities:**

* Develop criteria, establish and maintain an adequate number and quality clinical education sites to meet student, curricular, and program needs.
* Develop and maintain the clinical education curriculum, including assessment, in alignment with the didactic curriculum.
* Determine student placement assignments, and provide supervision, and communication with students and clinical education sites prior to and during clinical experiences. Arrange for and complete periodic site visits.
* Monitor progress and assess and document student performance, to assist with educational planning, behavior/performance modification, and remedial education as it relates to clinical education.
* Monitor and serve as a resource to support clinical faculty development opportunities.
* Co-coordinate all of the Clinical Education Courses and Integrated Clinical Education Experiences.
* Coordinate at least one course for the Doctor of Physical Therapy Program and assume responsibility for the development of the course syllabus.
* Teach in one or more courses within the physical therapy curriculum, to include preparation and delivery of lectures, labs, course packets, and examinations.
* Participate in research in a particular field of knowledge and collaborate in publication of findings in professional journals and meetings.
* Assist in the development of external and internal grant proposals.
* Represent the Program, College, and University through attendance at meetings and service on committees at the University, local, state, and national level. Serve on the Doctor of Physical Therapy Program Advisory Board.
* Provide clinical services as appropriate.
* Communicate and disseminate news and current information regarding health care changes affecting clinical practice and education to all stakeholders.
* Administer a system to maintain the academic program’s clinical education materials and records. (contract, student health records, liability protection, policy and procedures) Utilize computer applications to facilitate workload.
* Participate in the preparation of accreditation documentation and outcome performance assessments.
* Perform other job-related duties or special projects as assigned. This may include advising students, interviewing applicants, speaking at pre-PT campus clubs, etc.
* Participate in and successfully complete all University required training including, but not limited to discrimination/harassment and code of conduct.
* Serve as a faculty advisor to accepted students and participate in interviewing applicants for Program admission.

**Education and/or Experience:**

* Must be a licensed physical therapist and have or be willing to attain a doctoral degree.
* Minimum of 3 years of clinical teaching and/or clinical coordination experience.
* Strong communication, interpersonal, and organizational skills.
* Must be able to travel both within the State of Iowa and nationally. Valid Iowa driver's license and proof of insurance required. Must provide own dependable transportation for in-state travel.
* APTA Credentialed Clinical Instructor preferred.
* Must possess or be eligible for licensure as a physical therapist in Iowa and maintain an active physical therapy license in Iowa.

**Essential skills:**

* Ability to read, analyze, and interpret common scientific and technical journals.
* Ability to respond to common inquiries or complaints from students/customers, regulatory agencies, or members of the physical therapy professional community.
* Ability to write speeches and articles for publication that conform to prescribed style and format.
* Ability to effectively present information to students, top management, and/or public groups.
* Ability to use various technology and databases.
* Clinical Sites and Student Visits, as needed

**Department: Department of Physical Therapy**

**Status:  Exempt**

**Work Schedule:  Monday thru Friday 8:00 AM – 4:30 PM**