

# Program Director Respiratory Therapy

The School of Medical Imaging and Therapeutics seeks a full-time faculty member and program director to deliver high quality learning experiences and education for students in the Bachelor of Science in Respiratory Therapy degree completion program. The program director is responsible for the creating the program based on the approved program and course proposals, obtaining initial accreditation as well as the daily operations, assessment, and continued accreditation of the BS in RT degree completion program.

A faculty member is required to engage in teaching, service and scholarship activities, and works collaboratively with colleagues across the University as well as with the school Dean. Additionally, the incumbent provides mentorship to students and contributes to the visibility, impact and reputation of the University and its programs through research and scholarly engagement. The selected candidate will have responsibilities teaching and supervising the teaching of on-line courses to undergraduate students. Subjects may include; protocols and guidelines in respiratory care, advanced physiology for respiratory therapist, essentials of extracorporeal life support, evidence based care in RT practice, and respiratory therapy capstone. Rank will be commensurate with education and experience.

## **Responsibilities**

- Responsible for the design, development, revision, and assessment of curricula, including course objectives, instructional methods, learning outcomes, projects, and assessment measures using the program and course proposals and with the assistance of the Respiratory Therapy Advisory
- Assist the dean in recruitment and retention activities including documented communication with students and administration regarding attendance and progress.
- Responsible for faculty teaching assignments and the hiring of adjuncts.
- Assist in the mentoring of instructors.
- Maintain the continuity and relevance of the program curriculum by meeting regularly with the dean.
- Deliver didactic, laboratory and/or experiential instruction via multiple formats (online) in the program.
- Assist in the development of community contacts, for possible externship site set-up for the future, and community involvement, student service learning and Interprofessional education.
- Provide students with an approved syllabus that includes course objectives and learning outcomes, teaching methodology, attendance policies in line with those of the School, texts and readings, assignments and deliverables, timelines and evaluation criteria.
- Provide engaging assignments that demonstrate the real-world applications of concepts covered.
- Support incorporation of diversity, equity and inclusion into the curriculum, as well as co-curricular experiences, to broaden the education of students and expand their knowledge of health disparities.
- Participate in service activities; serve on committees; serve on regional, state, or national organization committees and volunteer activities; represent the program and University in/at community functions; attend School and institutional activities such as Commencement and ceremonies; and support student activities such as health fairs and service projects.

- Participate in scholarship resulting in conference presentations, publishable manuscripts, peer-reviewed instructional materials, or other outcomes consistent with expectations for scholarly activities described in the Faculty Manual.
- Support incorporation of diversity, equity and inclusion into the curriculum, as well as co-curricular experiences, to broaden the education of students and expand their knowledge of health disparities.
- Use the University's learning management system to post syllabus, assignments and other materials and to communicate with students.
- Advise and assist students through office hours or scheduled appointments, by phone or email, and through other University-approved mechanisms.
- Provide service including student mentoring, ongoing course development, and assessment.
- Attend and participate in monthly School and Department meetings, University ceremonies, and other major events, and serves as a member of University, School and/or Department committees, as assigned.
- Contribute to periodic reviews and revisions of departmental course offerings.
- Maintain advanced knowledge in discipline and areas of expertise.
- Build and maintain relationships with professional organizations involved with the healthcare sector.
- Achieve initial provisional accreditation and maintain that status until appropriate time to apply for full continued accreditation.
- Hire and supervise adjunct and full time faculty teaching in the program.
- Additional responsibilities may be assigned by the supervisor.

## **Requirements**

### **Education and/or Work Experience Requirements:**

- Master Degree required, doctoral degree preferred but not essential
- Certification and license eligible in Massachusetts for Respiratory Therapy
- Minimum of 5 - 10 years of work experience in respiratory therapy
- Minimum of 3-5 years of teaching experience at the college/university level
- Commitment to undergraduate, graduate and/or professional education and student success
- Excellent organizational and communication skills
- Demonstrated commitment to valuing diversity and contributing to an inclusive working and learning environment
- Must be able to work independently and effectively interact with a wide array of parties at all levels (students, faculty, administration/staff, alumni, and external constituents, including healthcare industry professionals)
- Record of scholarly activities commensurate with an academic appointment
- Evidence of teaching excellence
- Experience with working with the accreditation body CoARC, preferred

**Physical Requirements:** If the position's essential functions require specific physical activity, please list any requirements necessary to perform the daily tasks.

Example:

- Work requires sitting, standing and walking as part of classroom instruction.
- Must be able to use technology, such as typing and manipulating a mouse/mouse pad
- Must be able to lift and carry up to 25 lbs

### **Apply**

Please attach a cover letter and a curriculum vitae/resume. Finalist candidate(s) for this position will be subject to reference checks and a pre-employment background check as a condition of employment.

### **MCPHS COVID-19 Policy**

We care about the health and safety of our students and employees and have implemented a COVID-19 Vaccine and Testing Policy, requiring employees to be fully vaccinated and tested on a regular basis. Employees who cannot receive the vaccine because of a medical or sincerely held religious belief may request an exemption.

### **About Us**

At MCPHS, we appreciate the importance of creating an environment in which everyone feels included and valued. Each of our Community members' unique experiences and perspectives add value to our ability to create and deliver the best education, academic service, and employee experience possible.

We offer competitive salaries and excellent benefits that include a substantial contribution toward the cost of medical, vision, and dental insurance, generous time off, retirement and pension plans, and flexible work arrangements to support work/life balance for our employees while supporting the MCPHS mission.

**MCPHS is an Equal Opportunity Employer** that celebrates a diverse community. All qualified applicants will receive consideration for employment without regard to any characteristic protected by law