



DATE ISSUED: 09/08
FLSA: Exempt
PTO: VCS

JOB DESCRIPTION

TITLE

Director, Educational Center for Clinical Innovations & Advanced Technology

JOB SUMMARY

This position is responsible for directing the Educational Center for Clinical Innovations & Advanced Technology. The position will lead the Center by primarily serving as primary liaison with the Advisory Board, TWU College of Nursing Faculty, and Memorial Hermann Healthcare System to collaborate with faculty to review BS, RN-BS, MS. The Director assumes the following responsibilities to build out a state-of-the-art Educational Center for Clinical Innovations & Advanced Technology. Position is self-supervising because of extensive technical or specialized knowledge and/or experience and performance is based on the effective operation of the administrative function. The performance evaluation is conducted through the performance evaluation system and in accordance with the University Policies & Procedures.

ORGANIZATIONAL RELATIONSHIPS

Reports to: Dean of College of Nursing

Supervises: No supervisory responsibilities

PRIMARY DUTIES - May include, but not limited to the following:

Serves as primary liaison with the Advisory Board, TWU College of Nursing faculty and Memorial Hermann Healthcare System to ensure accurate implementation of the funded three-year proposal.

Plans and implements with TWU nursing faculty and administrators development in identified need areas around clinical innovations and advanced technology.

Collaborates with faculty to review BS, RN-BS, MS and PhD curriculum for the assessment and integration content on clinical innovations and advanced technology.

Facilitates the achievement of College of Nursing goals and strategic plan to grow the use of simulation in both the undergraduate programs to 90% of all courses and in the graduate programs to 40%.

Collaborates with Memorial Hermann representatives and eICU[®] staff, and TWU's College of Nursing faculty to recommend technology for the Educational Center for Clinical Innovations and Advanced Technology.

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Partners with Memorial Hermann nurses to provide continuing education offerings relative to clinical innovations and advanced technology.

Designs evaluation studies to ensure outcomes of technology and curricular changes are met and integrated into evidence based practice.

Obtains additional grant funding to augment equipment needed and 50-75% of salary after three years.

Achieves outcomes that reflect improved retention of well-prepared clinical faculty and staff.

Supports College of Nursing vision statement: *Pioneering Nursing's Future: An Adventure in Excellence.*

ADDITIONAL DUTIES

Performs other duties as requested.

EDUCATION

Doctorate degree in nursing or related field, experience in higher education, clinical innovations and advanced technology and eligible for appointment to faculty rank.

EXPERIENCE

Three to five years experience in higher education nursing teaching. Certification in advanced technology desirable.

REQUIREMENT

Regular and reliable attendance at the University during regular scheduled days and work hours is an essential function of this position.

KNOWLEDGE, SKILLS, AND ABILITIES - The following are essential:

Ability to plan, direct, and evaluate a complex operation, using manpower, time, funds, and other resources for the accomplishment of long-term and short-term goals of the institution.

Ability to establish and maintain effective work relationships with students, faculty, staff, and the public.

Ability to provide administrative guidance within area of responsibility, providing direct training and supervision as needed.

Ability to apply budgetary and fiscal planning techniques within financial constraints.

Ability to organize work effectively, conceptualize and prioritize objectives and exercise independent judgment based on an understanding of organizational policies and activities.

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Ability to integrate resources, policies, and information for the determination of procedures, solutions, and other outcomes.
Ability to communicate effectively -orally, by phone, in person, and in writing.
Ability to use a personal computer and other office equipment.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee must be able to stand; walk; sit; use hands to finger, handle, or feel objects, tools or controls; reach with hands and arms; climb stairs; talk or hear. The employee must have the ability to occasionally lift and/or move up to 25 pounds. Specific vision abilities include ability to distinguish the nature of objects by using the eye.

WORK ENVIRONMENT

Employees are responsible for performing their duties in an environment that is free from discrimination, intimidation, coercion or harassment, including sexual harassment. Work is performed primarily indoors in an office setting. The noise level in the work environment is low to moderate. While performing the duties of this position, the employee may be required to travel.

SAFETY

Assists in the creation of a culture of safety and environmental protection by performing work safely in accordance with departmental safety procedures. Operates equipment safely and reports any unsafe work conditions or practice to supervisor.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Employee Signature: _____ **Date:** _____

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Texas Woman's University strives to provide an educational environment that affirms the rights and dignity of each individual, fosters diversity, and encourages a respect for the differences among persons. Discrimination or harassment of any kind is considered inappropriate.

Texas Woman's University is committed to equal opportunity in employment and education and does not discriminate on the basis of race, color, religion, sex, sexual orientation, or ethnic origin, age, veteran's status, or against qualified disabled persons.

All positions at Texas Woman's University are deemed security sensitive requiring background checks.