Program Director, Master of Science in Physician Assistant Studies

Franklin College is seeking qualified candidates for the Program Director of the Master of Science in Physician Assistant Studies Program. The Director of the Physician Assistant Program will provide strategic leadership and operational management for the Master of Science in Physician Assistant Studies program, in alignment with the Accreditation Review Commission on Education for Physician Assistant (ARC-PA) and within college policies and practices. The Director will also be responsible for leading the program through the final stages of the ARC-PA accreditation process.

Founded in 1834, Franklin College is a residential, liberal arts institution with a scenic, wooded campus located 20 minutes south of downtown Indianapolis, spanning 207 acres, including athletic fields and a 31-acre biology woodland. Building on its strengths in pre-health science studies, Franklin College’s Physician Assistant Studies Master’s degree program is one of two master’s programs in the health science field.

RESPONSIBILITIES
The Program Director will be responsible for the administration, evaluation, and accreditation process of the program. This is a full time 12-month administrative faculty appointment reporting to the Vice President for Academic Affairs and starting February 2021.

Essential Functions - The Program Director will:
- Have knowledge of and/or be familiar with current ARC-PA accreditation standards.
- Coordinate ARC-PA accreditation process and ensure program compliance with ARC-PA standards.
- Ensure compliance with federal, state, and ARC-PA standards, rules and regulations.
- Develop initiatives, in conjunction with the medical director, clinical coordinator and faculty, to ensure quality clinical educational experiences.
- Build, develop and maintain professional relationships with clinical sites, hospital administrators, physicians, and other healthcare clinicians.
- Recruit and hire faculty and staff as needed.
- Supervise and evaluate the faculty and staff, including the medical director.
- Provide professional development funding opportunities for program faculty and medical director.
- Manage the program budget.
- Implement program assessment and continuous evaluation processes.
- Identify, recruit, select and enroll students for the program, collaborating with the college’s admissions and marketing staff.
- Oversee the selection and evaluation of students for the program and within the program. Represent the college throughout the state and nation, in the development of collaborative relationships with other universities, industries, experiential sites and professional societies.
- Develop and maintain policies and procedures, consistent with college protocols, relative to operation of the program.
- Plan with vision and foresight for the future placement of students in employment opportunities.
- Remain familiar with current issues and challenges in contemporary practice by participating in professional societies and engaging in research as appropriate.
- Teach in the didactic, elective and experiential portions of the curriculum as appropriate.
- Perform other duties and projects as assigned by the college’s dean.
- The program director must not participate as a health care provider for students in the program, except in an emergency situation.

QUALIFICATIONS

Required – The program director must:
- Hold a Master’s degree in physician assistant studies from an accredited program
- Have current NCCPA Certification
- Have three years of full-time higher education experience at the time of appointment.
- Hold a valid physician assistant license for the State of Indiana or eligibility to obtain such licensure
- Embrace an approach to education that empowers and prepares students to deal with complexity, diversity and change that builds communication, critical thinking and problem-solving skills that will be applied in real-world settings.
- Foster teaching, scholarly activity, and leadership

Preferred:
- Active involvement in at least one ARC-PA accreditation site visit.
- Teaching and previous leadership experience in PA education.

APPLICATION PROCESS

Human Resources will accept applications until the position is filled. Applications should be submitted electronically (MS Word or Adobe PDF) and should include cover letter, resume, copies of college transcripts and names and contact information for at least three references. Click link to apply for position here or go to employment opportunities at FranklinCollege.edu.

Contact Human Resources with additional questions.

Franklin College
101 Branigin Boulevard
Franklin, IN 46131
humanresources@FranklinCollege.edu

Franklin College is committed to providing an inclusive and welcoming environment and to ensuring that educational and employment decisions are based on individuals’ abilities and qualifications. Consistent with these principles and applicable laws, it is therefore the College’s policy not to discriminate on the basis of age, color, disability, gender, gender expression, gender identity, genetic information, national origin, marital status, race, religion, sex, sexual orientation or veteran status as consistent with the Policy on Prohibited Discrimination, Harassment and Related Misconduct. No person, on the basis of protected status, shall be excluded from participation in, be denied the benefits of, or be subjected to unlawful discrimination, harassment, or retaliation under any College program or activity, including with respect to employment terms and conditions. Such a policy ensures that only relevant factors are considered and that equitable and consistent standards of conduct and performance are applied.