

CHAIR OF CLINICAL EDUCATION

Job Description

The Chair of Clinical Education oversees the clinical training of student interns in accordance with the vision and mission of the Academy. The Chair works directly with the Academic Dean to ensure the highest quality clinical experience for interns with special regard for the relationship between didactic learning and clinical application. The Chair participates in curriculum design and implementation and oversees Clinical Faculty in performance and evaluation.

Please note The Chair position is expected to require 20 hours per week and as such, is not a full time position. However, it can be combined with regularly scheduled clinical supervision shifts and classroom teaching to create a benefitted full time position. Options can be discussed with the Academic Dean. This position requires a weekly presence in Gainesville, Florida and is not suited for telecommuting.

Responsibilities

1. Supervise acupuncture and herbal clinical faculty including assigning supervision shifts and setting schedule.
2. Provide training for clinical faculty.
3. Participate in hiring, evaluating and mentoring a diverse and highly committed group of clinical faculty.
4. Assist Academic Dean in developing, implementing and overseeing clinical education systems designed to optimize both intern competencies and patient health outcomes.
5. Help design and implement clinical policies and procedures that enhance clinical education as well as ensure safe and effective care to the public.
6. Provide leadership and participate in the curriculum development process.
7. Prepare clinic intern evaluations and provide constructive feedback at each evaluation benchmark.
8. Establish and implement disciplinary action when appropriate.
9. Meet with clinic interns to address concerns related to the clinical experience.
10. Chair meetings of the clinical faculty team to ensure consistency in supervision.
11. Ensure consistency between didactic education and clinical practice.
12. Review recommendations and reports of quality assurance and compliance with safety, licensing and accreditation standards. Take appropriate and timely action as may be needed or required.
13. Implement accreditation-related and other quality improvement initiatives related to clinical education.
14. Teach clinical seminar sessions as scheduled.
15. Other projects and duties as assigned.

Required Qualifications

1. Licensed Five Element acupuncturist with five years experience in clinic supervision.
2. Minimum five years experience of clinical practice as a Five Element practitioner.
3. Minimum two years experience in private practice.
4. Graduate of accredited degree program in Five Element Acupuncture.
5. Ability to provide leadership.
6. Ability to work well with people in a collaborative and supportive environment.
7. Proven interpersonal skills.
8. Basic computer skills, including knowledge of and experience with data entry, spreadsheets, databases, MS Office applications.

Preferred Qualifications

1. Experience working in higher education.
2. Didactic teaching experience.

Reports to: Academic Dean (academic-related) and VP Administration (administrative-related)

Salary: D.O.E.

Hours: 20 per week estimated

To apply, please forward resumes to Dr. Valerie Razutis, valerie.razutis@acupuncturist.edu