

# Program Director

## Physician Assistant Studies Program



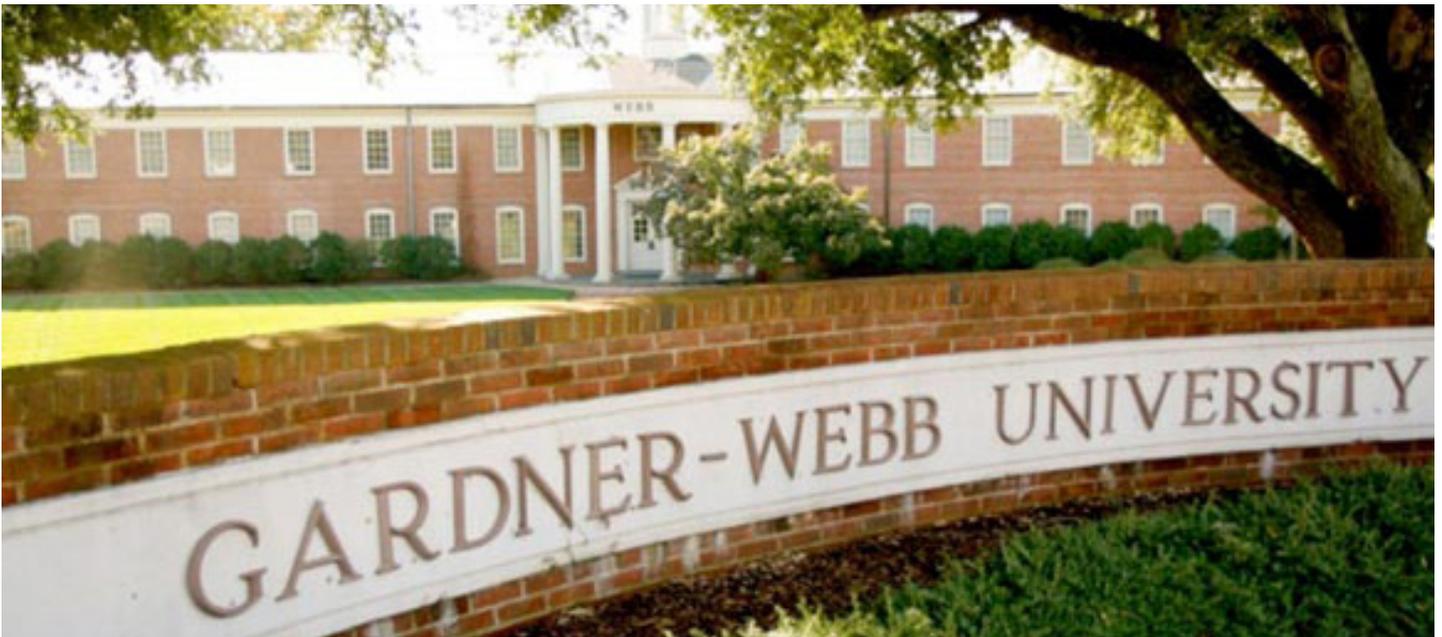
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# About: Gardner-Webb University

Founded in 1905 by North Carolina Baptists, Gardner-Webb University (GWU) is a private, co-educational, residential private institution located in Boiling Springs, NC, (50 miles West of Charlotte) grounded in the liberal arts, while offering a variety of undergraduate and graduate programs to over 4,000 students.

Fostering meaningful intellectual thought, critical analysis, and spiritual challenge within a diverse community of learning, Gardner-Webb is dedicated to higher education that integrates scholarship with Christian life. By embracing faith and intellectual freedom, balancing conviction with compassion, and inspiring a love of learning, service, and leadership, Gardner-Webb prepares its graduates to make significant contributions for God and humanity in an ever-changing global community.



## College History and Highlights

GWU was founded in 1905 as Boiling Springs High School; became Boiling Springs Junior College in 1928; renamed Gardner-Webb College in 1942 in honor of Governor O. Max Gardner and his wife Faye Webb Gardner-Webb; became a university in 1993; hosted 1996 U.S. Olympic Trials-Women's Cycling; completed \$34 million capital campaign in 1998; reclassification to NCAA Division I athletics in 2000; added first doctoral program (Doctor of Ministry) in 2011.

**Students:** Over 4,000 students including the traditional undergraduate program, graduate studies, and the GOAL program (Greater Opportunities for Adult Learners): 63% female, 37% male from 37 states and 21 foreign countries.

**Faculty:** Over 160 full-time, 79% with Ph.D. or equivalent. Faculty to student ration is 1:13. Average Class Size is 25.

**Academics:** A total of six schools and eight departments offer nearly 60 undergraduate and graduate major fields of study. Approximately 33% of students major in business field, 30% in social sciences, and 17% in nursing.



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# The Physician Assistant Studies Program



In accordance with the Accreditation Review Commission on Education for the Physician Assistant (ARC-PA) entry-level standards, the Gardner-Webb University School of Physician Assistant Studies design prepares graduates with the competencies needed for entry into clinical PA practice.

Gardner-Webb hopes to attract students focused on providing medical service in underserved communities.

The PA Program is a practice oriented master's degree program designed to accommodate students with a bachelor's degree, diverse educational backgrounds, and an aptitude for patient care. The ARC-PA has granted Accreditation-Provisional status to the Gardner-Webb University Master of Physician Assistant Studies Program.

Students spend 16 months in didactic (classroom, small groups, and lab) followed by 12 months of clinical rotations. The didactic curriculum uses a traditional classroom setting augmented with problem and team based learning modules and hands on skills training. This will be followed by nine clinical rotations (experiential education). Rotation sites include family medicine, internal medicine, pediatrics, women's health, emergency medicine, general surgery, mental health, and one elective. In addition, students will rotate through an underserved community.

Recently, GWU purchased and renovated a former local hospital. The facility brings an additional approximately 55,000 square feet of classroom, office space and lab space (including exam rooms and simulated doctor's office areas). The purchase included the physical structure, along with nearly 26 acres of property. Officials say the facility will offer many additional opportunities for university growth and will house other health science programs currently operating in other locations on the GWU campus.

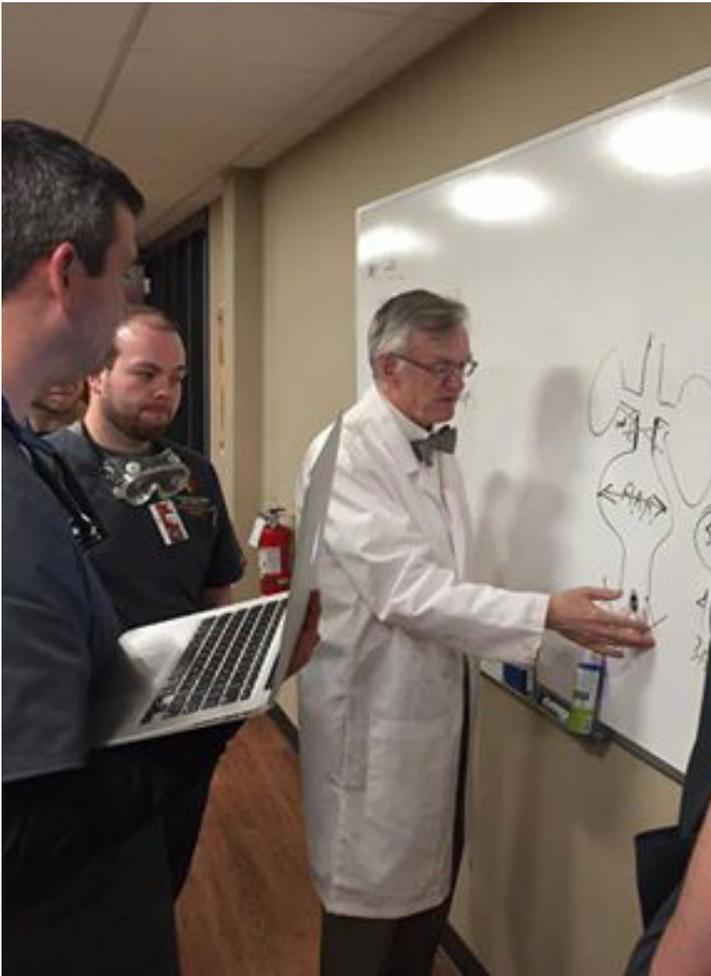


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# The Position: Program Director



Gardner-Webb University seeks an entrepreneurial Program Director with, a strong record of excellence in academic leadership and scholarly activity including and enthusiasm to grow the Physician Assistants Studies program, academic and clinical programs. The next Program Director will have a history of dedication to strong educational programming, an excellent record of clinical service, and a demonstrated commitment to diversity and inclusion. He/She must possess superior communication skills, political adeptness, entrepreneurial energy, and an ability to represent the program externally to local, regional and national constituencies. The successful candidate will be responsible for managing all aspects of the program, including education, program accreditation, high caliber, diverse faculty recruitment and retention, clinical practice development and outreach, and development of educational and clinically relevant research programs.

The Program Director will work closely with the Associate Provost and faculty to strengthen and expand clinical and educational programs to support both the academic and clinical missions of the university and its partners. She/He must be committed to nurturing programs and departmental faculty activity.

The position is a 12-month, full-time position, and the program director will be eligible for a tenure track faculty position (rank will be based on credentials). The Program Director will determine the nature and design of the program and hire the faculty and staff. The successful applicant will also demonstrate good communication, negotiation, and interpersonal skills and possess a progressive, collaborative management



## Essential Duties and Responsibilities

- Responsible for overseeing and directing academic programs and community partnerships; serve as an integral member of the College management team.
- Direct and oversee personnel management, faculty hiring, development, program development and implementation, curriculum development and evaluation, budgeting, strategic planning, facilities management and technology coordination.
- Oversee enrollment planning and management, on-going program affairs, and student services.
- Provide direction and guidance to regional site, staff and faculty in the coordination and instruction of all phases of each programmatic curriculum.
- Maintain/enhance relationships with appropriate college committees and departments involved in allied health.
- Explore and secure external funding through preparation of grants, reports, and self-studies related to program development.
- Establish partnerships with local, regional and national institutions regarding program development.
- Oversee the academic schedule of classes, ensuring program sequence integrity, and availability of course sections.
- Promote affirmative action in program recruitment and selection processes.
- Manage all fiscal responsibilities for program and make appropriate recommendations to the Associate Provost.
- Advocate for the region and communicate regional needs to the Associate Provost.
- Encourage curricular revision to keep pace with technologic and scientific advances in health science.
- Represent GWU at related national conferences pertinent to physician's assistant studies educational programs.
- Encourage community and professional service.
- Conduct regular meetings: faculty/staff, advisory committee, medical directors, students.
- Serve on the admissions committee by reading applications, interviewing, and selecting candidates for the program.
- Oversee faculty and staff search committees.
- Serve on institutional and professional committees.
- Maintain clinical competence as a health educator and physician assistant and obtain and maintain NCCPA certification
- Provide direction and supervision of PA self-study, substantive change reports and other accreditation documentation to meet PA accreditation standards of ARC-PA.
- Oversee academic advising.
- Oversee close contact with physician preceptors to ensure that the continuity and quality of clinical instruction is maintained.
- Advise students about job opportunities, legal, and professional issues
- Encourage personal and professional development activities in the department.





## Preferred Qualifications

He or she will be a graduate of an accredited PA program (master's degree required; MPH, additional master's degree, or doctorate degree in an area related to requirements of the position preferred) with at least two years' experience as a clinically practicing PA, and hold current NCCPA certification. Higher education teaching and administrative experience is preferred.

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## Other Personal Characteristics Deemed Important

- Commitment to excellence on both a personal and professional level, with the highest level of personal integrity and ethical standards, and be known for compassion, fairness and objectivity;
- Collegial, inclusive, and personally committed to ensuring diversity, both in perspectives and in personnel, with the ability to bring out the best in others and develop a spirit of collaboration within and among stakeholders;
- Facilitator and problem-solver who earns the trust of the community by instilling a sense of “fair play” and placing the goals of the organization ahead of those of any individual, group or department;
- Inspiring, articulate humanist, possessing a deep understanding of and sensitivity to the cultural differences that exist across the basic sciences, public health and clinical training;
- Careful listener and influential communicator; a source of calm in the face of inevitable challenges with the ability to engage a wide variety of audiences including both highly technical and lay audiences;
- Executive presence and an engaging personal presentation style that encourages consensus-building and cooperation;
- Commitment to create with other health science leaders more collaborative training and joint educational experiences among the health science students to promote more effective and better coordinated care for the patients they will serve at the completion of their training.





## Procedure for Candidacy:

Review of applications will begin immediately and applications accepted until the position is filled. Applications should be accompanied by a letter of application and curriculum vitae.

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Thailand  
The Netherlands  
United Arab Emirates  
United Kingdom  
United States  
Venezuela

*Gardner-Webb University is a coeducational, residential, private institution located in Boiling Springs, North Carolina (50 miles southwest of Charlotte) offering a variety of undergraduate and graduate programs to approximately 4,700 students. Founded by North Carolina Baptists in 1905, Gardner-Webb employs individuals who participate in and wholeheartedly support Christian values. Women and minorities encouraged to apply.*



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