



**An Invitation to Apply:
College of Nursing
Associate Dean for the Undergraduate Program**

THE SEARCH

The College of Nursing at East Carolina University (ECU) seeks applications and nominations for the position of Associate Dean for the Undergraduate Program (AD-UGP). ECU¹, a constituent institution of the University of North Carolina (UNC), is the fastest growing university in the nationally renowned UNC system. Enrollment currently stands at 27,386 students in Fall 2011 and is expected to grow considerably over the next 10 years. A doctoral intensive university, ECU's 12 colleges and schools, with their 2,008 faculty members, offer 102 bachelor's degree programs, 106 graduate degree programs including 16 doctoral programs, 4 first professional degree programs (AuD, DMD, DPT, MD), 76 master's degree programs, and 8 post-master's certificate options. Also, ECU leads the UNC system in Distance Education (DE) offerings.

East Carolina University is located in Greenville, NC, a city of 70,000, close to the NC beaches and Outer Banks. The quality of life in eastern NC is exceptional and waterfront housing is available within 30 minutes of the University. We are a large, public University with a small college atmosphere.

The College of Nursing's Associate Dean for the Undergraduate Program provides administrative leadership, oversight and coordination of the BSN program. This position is a line position accountable to the Dean. The primary functions of the Associate Dean for the Undergraduate Program concern management of planning, development, implementation and evaluation of the BSN program in the College of Nursing.

RESPONSIBILITIES

Specific responsibilities for the position of Associate Dean for the Undergraduate Program in the College of Nursing include:

- Provides oversight of the BSN program planning, development, implantation and evaluation.
- Schedules academic offerings to ensure quality and consistency across programs and departments.

¹ More information about ECU, including many aspects relevant to the AD-UGP position, is available through the campus website www.ecu.edu.

- Provides oversight to assure compliance with University policies and requirements of external agencies.
- Collaborates with College faculty curriculum committee and University administrators in reviewing, modifying, enhancing and marketing the BSN program.
- Provides leadership in curriculum development.
- Collaborates with the Associate Deans, Student Services, Program Evaluation Coordinator and technology staff in the collection, management and distribution of student, clinical and academic data for planning and coordinating program evaluation.
- Assists the Dean with accreditation and other reports. Generates data for program approval, evaluation and accreditation.
- Administers University/program policies and procedures.
- Collaborates with Department Chairs, RN/BSN Program Director and Student Service staff in the maintenance and management of record systems and computerized tracking of all BSN students.
- Participates in student and faculty recruitment and in appointment, reappointment, tenure and promotion of faculty in accord with the East Carolina University Faculty Manual.
- Participates in faculty workload assignments in collaboration with Department Chairs, Associate Deans and the RN/BSN Program Director.
- Promotes and maintains effective working relationships with College of Nursing standing committees.
- Serves as a resource to standing and ad hoc committees of the College of Nursing faculty.
- Teaches selected courses in area of expertise.
- Provides academic counseling and conflict resolution for nursing majors as appropriate.
- Participates in scholarly activities and professional services as required of members of the University faculty community.
- Serves as liaison with the community through participation in community groups and responds to community needs relevant to nursing education.
- Serves as a designee representing the Dean as requested.
- Completes other assignments as requested by the Dean.

QUALIFICATIONS

The ideal candidate will possess the following qualifications and professional experience.

- Earned doctorate in nursing or a related field.
- Master's degree in nursing.
- Prior teaching and a track record of administrative experience in a baccalaureate degree program.
- Credentials for approval as full graduate faculty appointment and appointment at the rank of Professor or Associate Professor with tenure.
- Expertise in writing grant proposals and conducting research.
- Excellent skills in leadership, supervision, written and oral communication.
- Eligibility to hold an unrestricted license as a registered nurse in North Carolina.
- Minimum of 2 calendar years full-time employment or the equivalent in clinical nursing practice as a registered nurse.

CHARACTERISTICS OF THE IDEAL CANDIDATE

The following leadership characteristics as specified by the Chancellor for all senior administrators are essential characteristics of the successful candidate:

- Character and Integrity
 - High integrity, honesty, trustworthiness.
 - Direct, open and clear in communications.
 - Understands, practices and cultivates responsibility and accountability.
 - Self-awareness: understanding of personal strengths and weaknesses.
 - Continuously seeks to learn and develop.
- Team Behaviors
 - Builds high performance teams.
 - Strong in building relationships and empowerment.
 - Motivates others to achieve excellence in performance and results.
 - Celebrates success and learns from failures.
 - Collaborative: an effective and reliable partner.
 - Excellent active listening skills.
- C. Organizational Competencies
 - Capacity to proactively formulate and articulate a financial vision for ECU, and advocate for and garner resources for that vision.
 - Results-oriented: capacity to focus on outcomes for the organization as a whole.
 - Capacity to use different leadership styles depending on context and opportunity.
 - Institutional loyalty with a track record illustrating diverse and sustained service excellence.
 - Ability to work institutionally in a matrixed manner.

TO APPLY:

The executive search firm *The Hollander Group* has been selected to assist the search committee in its efforts for this recruitment.

Review of candidates will begin immediately and will continue until the position is filled. Applications - comprising cover letter, curriculum vitae and list of professional references with contact information - must be made online in strict confidence via the University's *PeopleAdmin* system using the "Jobs at ECU" link at www.ecu.edu. Note that no references will be contacted without the permission of the candidate. Requests for additional information and nominations for the position should be directed to:

Clifford R. Hollander, PhD or Sharon M. Flynn Hollander

info@thehollandergroup.net

Phone: 202-486-9097

<http://www.thehollandergroup.net>

East Carolina University is an equal opportunity/affirmative action employer and encourages a diverse pool of candidates for this search.

East Carolina University – Tomorrow Starts Here.

EAST CAROLINA UNIVERSITY

In 1907 East Carolina University was chartered to alleviate a shortage of teachers in the eastern part of the state. From this modest beginning as a teacher training school, ECU has grown to become an emerging, national research university and continues to supply the nation with some of its best leaders and offer programs of high distinction in areas such as health, education, business, liberal arts and sciences, and the fine and performing arts. The University is an engine of economic development, a center for research and a vanguard within the UNC system.

ECU Students

Total student enrollment at ECU in Fall 2011 was 27,386. Of these, 21,589 are undergraduates and 5,797 are graduate students of which 840 are doctoral/professional or doctoral/research students.

The student body brings together students from 46 states and the District of Columbia. Minority representation on campus is high. Of the roughly 26,000 students on whom race and ethnicity data are obtained, nearly 15% are African American with an additional 7% representing other minority groups. ECU is also home to 320 international students representing 68 countries.

ECU Faculty

The 2,008 faculty members at ECU are committed to teaching, research/creative activity and service with approximately 77% of faculty members holding terminal degrees. The faculty are strongly committed to and involved in the university's system of shared governance. ECU is committed to fostering small class size in order to promote interaction between faculty and students.

ECU Staff

ECU's faculty and students are supported by 3,035 administrative, professional, technical, clerical, skilled craft and service personnel.

THE COLLEGE OF NURSING AT EAST CAROLINA UNIVERSITY²

CON Vision

East Carolina University College of Nursing (ECUCON) will be nationally recognized for innovative programs in nursing education and collaborative, interdisciplinary partnerships that improve the way health care is provided in rural underserved communities as well as for research that advances nursing science. Our intent is to improve the health and well being of citizens in the region and around the world.

CON Academic Programs

The College of Nursing offers the following academic programs:

- Bachelor of Science in Nursing (BSN),
 - Traditional
 - RN-BSN Studies
- Master of Science in Nursing (MSN) with specialty
 - Adult Nurse Practitioner*
 - Family Nurse Practitioner*
 - Neonatal Nurse Practitioner*

² For more information on the College of Nursing, see <http://www.ecu.edu/nursing/>

- Nurse Midwifery*
- Clinical Nurse Specialist*
- Nurse Anesthesia*
- Nursing Education*
- Nursing Leadership*
- Alternate Entry MSN
- RN-MSN Studies
- * Post-master's certificate also offered
- Doctorate of Philosophy in Nursing (PhD)

CON Facts

- Originally established as the School of Nursing at ECU in 1959. The first students were admitted in 1960. The CON is ECU's oldest professional school. Our 50th Anniversary was celebrated during the 2010-11 academic year.
- The School of Nursing was first approved by the North Carolina Board of Nurse Registration and Nursing Education in March 1961 and received initial accreditation from the National League of Nursing in the fall of 1964. Accreditation has been maintained since that time.
- East Carolina University was authorized to offer a Master of Science degree in Nursing in 1977. In 1982, the National League for Nursing accredited the master's program.
- The School of Nursing received DHHS grant funds to establish a nurse-midwifery program in 1991. It is the only midwifery program in North Carolina.
- In May 2001, the school was granted permission by the University of North Carolina Board of Governors to establish a doctorate of philosophy in nursing degree.
- In January 2004, the school was granted permission by the North Carolina Board of Nursing to offer an Alternate Entry MSN option. This option is the only MSN-based alternate entry option in North Carolina.
- The CON holds active membership in the National League for Nursing (NLN) Accrediting Commission, the American Association of Colleges of Nursing, and the Council on Collegiate Nursing Education (CCNE).
- The CON is a designated NLN Center of Excellence.
- The CON has 101 faculty and 44 staff members.
- The CON has grown tremendously and boasts more than 7,000 alumni worldwide.
- August 2007, the East Carolina Center for Nursing Leadership became an ECU official center, as well as the first nursing leadership center in NC. The ECCNL's mission is to mobilize nurses to be effective partners and leaders in creating healthier communities in eastern North Carolina. The Center has received funding from the ECU BB&T Leadership Center, the Robert Wood Johnson Foundation, and Duke Endowment.
- In October, 2007 the School of Nursing received college designation status.

CON Students

College of Nursing student enrollments by program for Fall 2011 are:

- BSN (pre-licensure): 510
- RN-BSN Studies: 126

- MSN:
 - Pre-Masters: 504
 - Post-Masters: 30
- PhD: 28
- Total: 1,198

CON Faculty and Staff

The College has 101 faculty and 44 staff members.