St. Luke’s Hospital School of Nursing at Moravian College

Chairperson, Department of Nursing

Position Description

Bethlehem, Pennsylvania

THE SEARCH

St. Luke’s Hospital & Health Network and Moravian College invite nominations and applications for the position of Chairperson, Department of Nursing. Two highly respected institutions have formed a partnership to nurture the art and inform the science of nursing—and to educate nurses for the future. The St. Luke’s Hospital School of Nursing, the oldest of its kind in the country, has joined with Moravian College, to form an innovative Bachelor of Science Degree with a major in Nursing. The successful candidate will be eligible for appointment at a faculty rank appropriate to his/her prior experience and must be eligible for nursing licensure in Pennsylvania.

The Chairperson, Department of Nursing serves as the academic leader of the Department and is responsible for implementation and administration of the baccalaureate nursing program. The Chairperson collaborates with nursing faculty on curriculum-related issues. The Chairperson also serves as a mentor for faculty in areas of professional scholarship and teaching. The Chairperson, Department of Nursing acts as primary advisor to St. Luke’s Hospital & Health Network and Moravian College
executives on academic matters such as teaching concerns, student learning, curriculum, faculty policies, and educational policies. The Chairperson has dual reporting responsibilities to the Dean and Vice President of Academic Affairs at Moravian College and the Senior Nursing Executive at St. Luke’s Hospital & Health Network.

MORAVIAN COLLEGE: AN OVERVIEW¹

America’s sixth-oldest College and the oldest offering women’s education, Moravian delivers a values-based liberal arts education in a caring and collegial environment, through which it nurtures in students the capacities for leadership, lifelong learning, and positive societal contributions.

The College traces its founding to 1742 by followers of Jon Amos Comenius, the 17th century Moravian bishop whose humanistic ideals helped to shape modern education. Those ideals—that learning should be available to all, that teaching should be in accord with human nature, and that education should be applied to practical uses—are much in evidence at Moravian. Today, the College enrolls students from a great variety of socioeconomic, religious, racial, and ethnic backgrounds; provides for highly personalized learning experiences; and offers many opportunities for students to direct their education toward individual and professional goals.

The College expresses its Moravian heritage in musical and artistic programs of great distinction, which are shared with the Bethlehem community. Together with its cultural offerings, Moravian's handsome historic campuses, the community service of its undergraduates, and its programs of graduate and professional education for adults make it a valued part of the fabric of Bethlehem. Its Moravian Theological Seminary, an ecumenical learning community preparing men and women for Christian leadership, is a global resource.

History and Heritage

Moravian is an independent liberal arts college founded by and affiliated with the Moravian Church in America, a branch of a historic Protestant denomination dating from 1457 and emphasizing progressive liberal education from its beginning.

In 1732, settlers from Germany and Moravia (now a province of the Czech Republic) began coming to the New World. On Christmas Eve 1741, they founded the community of Bethlehem in Pennsylvania. Their concern for education led to the founding in 1742 of two schools, one for boys and one for girls. By 1759, the boys’ school developed into Nazareth Hall Academy, which became instrumental in the founding of Moravian Theological Seminary in 1807. In 1858, the Seminary was reorganized as Moravian College and Theological Seminary and in 1863 was chartered as a men’s college. The girls’ school became known as Bethlehem Female Seminary in 1749 and was opened to students from outside the Moravian community in 1785, when it became a boarding

¹ See [http://www.moravian.edu](http://www.moravian.edu) and [http://www.moravian.edu/nursing](http://www.moravian.edu/nursing).
school. In 1863, it was chartered as Moravian Seminary for Young Ladies and reorganized in 1913 as Moravian Seminary and College for Women.

In 1954, after nearly 200 years of parallel development, Moravian College and Theological Seminary and Moravian Seminary and College for Women merged to form a modern undergraduate coeducational institution, Moravian College. Moravian Theological Seminary, a graduate professional school of theology, remains a part of the corporate institution, offering a separate academic program but sharing the campus and its facilities with the undergraduate college.

With this rich heritage of education, Moravian today is recognized as America’s sixth oldest college, after Harvard University (1636), the College of William and Mary (1693), St. John’s College in Annapolis, Maryland (1696), Yale University (1701), and the University of Pennsylvania (1740).

The early Moravians gave to the world a pioneer educator, John Amos Comenius, whose achievements and international recognition have caused him to be known as the “father of modern education.” The statue of Comenius on the college campus, given to the College by Charles University of Prague in 1960 and rededicated by President Vaclav Havel of Czechoslovakia in 1991, is a symbol of Moravian’s unique and diverse educational heritage.

One of the few American educational institutions in their third century of service, Moravian has a strong sense of identity and purpose firmly rooted in a long and rich tradition. That tradition is maintained today.

**Accreditation and Affiliations**

Moravian College is accredited by the Middle States Association of Colleges and Schools and approved for professional preparation by the American Chemical Society, the Committee on Allied Health Education and Accreditation of the American Medical Association through the National Accrediting Agency for Clinical Laboratory Sciences, the Department of Education of the Commonwealth of Pennsylvania, and the National Association of Schools of Music. The St. Luke’s Hospital School of Nursing at Moravian College has a Pennsylvania State Board of Nursing-approved degree program accredited by the Commission on Collegiate Nursing Education. Moravian Theological Seminary is accredited by the American Association of Theological Schools.

The College is a member of the Council of Independent Colleges and Universities, the American Council on Education, the National Association of Independent Colleges and Universities, the Pennsylvania Association of Colleges and Universities, the Association of Independent Colleges and Universities of Pennsylvania, and the Annapolis Group.

Moravian College is one of the six institutions that constitute the Lehigh Valley Association of Independent Colleges (LVAIC). The other members of the consortium are Cedar Crest College, DeSales University, Lafayette College, Lehigh University, and Muhlenberg College. Under the leadership of a board of directors and an executive
director, LVAIC’s mission is to broaden educational opportunities for students, offer professional development for faculty and staff, achieve greater economy and efficiency of operation, establish a structure for regional planning, and provide a vehicle for relating to the community. Collaboration permits smaller colleges and universities to retain the many advantages that flow from humanly scaled institutions while providing many services and opportunities often associated with larger but less personal schools. LVAIC administers a cross-registration policy that makes it possible for students, faculty, and staff to take courses at other member institutions at no additional tuition charge. It coordinates a women’s studies program and a continuing studies program in the humanities.

LVAIC promotes reciprocity in student admission to many campus events and programs, sponsors a consortial professors program that enables faculty to teach at other member schools, and offers summer foreign study in language and culture at five locations. The consortium operates an interlibrary loan service and shared administrative services and purchasing initiatives. More than 35 groups and committees with representatives from the member institutions meet with LVAIC staff on a regular basis to share in consortial planning and programming.

ST. LUKE’S HOSPITAL & HEALTH NETWORK

History and Facilities

Since it was chartered in 1872, St. Luke's Hospital & Medical Center has grown from a community hospital to a tertiary care facility, providing nationally recognized services to people in the Lehigh Valley and the surrounding region. At the forefront of medical technology, St. Luke's is nationally recognized for its heart and ICU care; its preeminence as a teaching institution; the excellence of its physician, nursing and other clinical staff; and its superior patient/customer service. The mission of St. Luke’s Hospital & Health Network is to provide compassionate, excellent quality and cost-effective health care, regardless of individuals’ ability to pay. The Hospital has experienced growth in both market share and admissions for more than 20 years. Today, the St. Luke’s Hospital & Health Network includes four hospitals, more than 41,000 annual admissions, 1,100 physicians, nearly 5,000 employees and 1,000 volunteers.

St. Luke’s Hospital is a non-profit, tertiary care, teaching hospital with campuses in Bethlehem and Allentown in Lehigh County, Pennsylvania. The Hospital offers 72 medical specialties, with areas of expertise including:

- Oncology
- Neurosurgery
- High-risk pregnancy
- Neonatal intensive care (highest level)
- Obstetrical services (region’s busiest)

• Robotic surgery
• Geriatrics
• Vascular disease
• Radiology

St. Luke's offers fully accredited residencies in dental, emergency medicine (allopathic and osteopathic), family medicine (allopathic and osteopathic), family medicine sports medicine fellowship, family medicine rural tract program, general surgery, internal medicine (allopathic and osteopathic), obstetrics/gynecology and podiatry; plus a transitional year and osteopathic internship. Each year, more than 140 residents train at St. Luke's. St. Luke's is one of only 400 members of the prestigious Council of Teaching Hospitals. Graduate residents in emergency medicine, family practice and internal medicine have achieved a 100 percent pass rate in post-residency national board examinations over the past several years. (See St. Luke's Resident Education for more information.) Also, St. Luke's and Northampton Community College operate the nation's only 16-week distance learning program in perioperative nursing.


St. Luke’s Hospital & Health Network consistently has been selected as having one of the nation’s best-performing hospitals for quality care and efficient management and is a member of the Council of Teaching Hospitals. For nursing students, this means opportunities for clinical experiences unique in Pennsylvania—and impressive anywhere in the world. Students are engaged in community-based services, including experiences with clients and families in the St. Luke's specialty clinics, the Visiting Nurse Association, and Hospice Care. Other learning opportunities include working with St. Luke's staff on the Health Star and Dental Vans.

**National Recognition**

St. Luke’s has been named one of the best 25 teaching hospitals in the US by Solucient 100 Top Hospitals (1997, 2001), and one of the Best Places to Work in Pennsylvania (2003, 2004, 2005).

St. Luke's has twice been chosen as one of the nation's best hospitals, according to the *100 Top Hospitals: Benchmarks for Success* study³ (1997, 2001). Also, the St. Luke’s Regional Heart Center was ranked as one of the nation's best heart hospitals in *U. S. News & World Report's* annual America's Best Hospitals (1999, 2000, 2001, 2002, 2003, 2004 and 2005) and by the *100 Top Cardiovascular Hospitals* (1999 (two awards), 2001,

³ St. Luke’s is the only hospital in the region to have ever been included in this prestigious study.
In addition, St. Luke's was honored in the 100 Top ICU Hospitals: 2000 study and has been designated a General Electric Healthcare Global Show Site.

Strategic Affiliations and Working Relationships

As a principal medical institution in the region, St. Luke’s Hospital & Health Network maintains and fosters working relationships with other institutions, including:

- **University of Pennsylvania Health System** – This is the first and only UPHS strategic partnership with a hospital in the Greater Lehigh Valley. St. Luke's and UPHS have successful cooperative agreements in trauma, cancer and medical education.

- **St. Christopher's Hospital for Children** – Pediatric specialists work in cooperation with St. Luke's specialists to provide a full range of specialty services at St. Luke’s North. Areas of pediatric specialty include:
  - Apnea
  - Cardiology
  - Endocrinology
  - Genetics and inborn errors of metabolism
  - Gastroenterology
  - Hepatology and nutrition
  - Neurology
  - Orthopedics
  - Pulmonology
  - Asthma and cystic fibrosis
  - Rheumatology
  - Surgery

**HISTORY OF THE BACHELOR OF SCIENCE IN NURSING PROGRAM**

Two respected Lehigh Valley institutions have formed a partnership to nurture the art and inform the science of nursing—and to educate nurses for the future. The St. Luke’s Hospital School of Nursing, the oldest of its kind in the country, has joined with Moravian College, to form an innovative major leading to a B.S. Degree with a major in Nursing. The faculty and students of St. Luke’s Hospital School of Nursing at Moravian College use the resources of the network throughout the Lehigh Value to educate nurses who are intellectually, culturally, and professionally well prepared.

The nursing program is based on the clinical application of theoretical knowledge. Clinical learning opportunities occur early in the curriculum and are closely related to what happens in the classroom.

*“Big-city medicine and hometown care”*

Throughout the integrated nursing curriculum, the student is immersed in a variety of clinical experiences emphasizing the promotion of health for diverse individuals, families, and communities. A program of more than 1,000 hours of clinical practice provides nursing students with ample opportunities to apply and test theoretical concepts in a range of health-care settings. The student is guaranteed broad-based clinical practice
experiences through the partnership with St. Luke’s Hospital & Health Network and regional service programs across eastern Pennsylvania. In addition to utilizing advanced technology in clinical practice, St. Luke’s also offers the student the opportunity to engage in clinical learning and research opportunities in diverse practice settings—such as maternal-child health, geriatrics, oncology, cardiology, behavioral health, and community.

“Emphasizing collaboration throughout the curriculum”

The nursing curriculum promotes the development of leadership skills in the novice nurse, who—in collaboration with other health-care professionals and groups—provides health care across the continuum of care. To develop broad-based skills, the nursing graduate observes and works with experts from other multidisciplinary fields, such as medicine, psychiatry, social service, and pastoral care.

ACCREDITATION

The St. Luke’s Hospital School of Nursing is accredited by the Commission on Collegiate Nursing Education (CCNE), a national accreditation agency recognized by the U.S. Department of Education, Washington, DC. This accreditation was initially established, May 3, 2003.

BETHLEHEM, PENNSYLVANIA, AND THE LEHIGH VALLEY

Moravian College and St. Luke’s Hospital and Health Network are located in Bethlehem, Pennsylvania, a historic and beautiful eastern city. In a region known as the Lehigh Valley, the city of Bethlehem has a rich heritage of colonial and industrial culture. Bethlehem has excellent educational and health care resources with two large regional medical centers and six colleges and universities in the area.

Bethlehem is just minutes from Allentown and Easton, and is close in proximity to New York, Philadelphia, and the Pocono Mountains. The Lehigh Valley has a population of more than 600,000, while historic Bethlehem is a city of 75,000. The Lehigh Valley is a wonderful place to live and work.

RESPONSIBILITIES OF THE POSITION

Essential Functions:

- Directs the educational activities of the nursing program. Collaborates with College and Hospital administrators for arrangement of required and elective courses within the curriculum. Supervises curriculum implementation and the effectiveness of faculty instruction. Problem-solves curricula or faculty concerns.
• Plans each faculty member's workload according to College guidelines and curriculum needs. Approves faculty member workloads and sends recommendation for faculty staffing to the Hospital Human Resources Department. Prepares letters of reappointment and rates of compensation to academic personnel in collaboration with the College and Hospital.

• Develops academic budget including projected revenues and expenditures. Recommends and transmits academic budget to the College and Hospital Vice Presidents. Assumes responsibility and accountability for the academic financial resources of the Department of Nursing.

• Presides over regular Department meetings and supervises the work of all Department work teams and committees. Appoints special ad-hoc committees as needed for smooth program operations. Prepares and posts agendas for Department meetings.

• Represents the Department of Nursing at meetings of educational and professional associations. Maintains membership in selected local and national professional organizations that serve nursing education, either through the accreditation process or by establishing policies and teaching trends. Promotes and supports the nursing program mission and goals to internal and external constituencies.

• Contributes to recruiting and retaining excellent faculty, students and staff.

• Interviews and makes recommendations for initial faculty appointments and renewable appointments. Serves as a member of the Faculty Evaluation Team. Reviews candidates for academic rank promotion, recommending actions to the College and Hospital Vice Presidents.

• Edits the Department of Nursing section of the College catalog. Updates general information and reviews all academic policies before being published. Formulates program policy through interaction with faculty. Makes recommendations or suggestions of the faculty to appropriate parties regarding policies and procedures for inclusion in the nursing faculty handbook for adoption by the Joint Governance Committee of the Board of Trustees.

• Maintains communication with all agencies involved in the academic process of the nursing program. Supports faculty in preparation of self-studies to accrediting agencies, such as CCNE, Pennsylvania State Board of Nursing, and Middle States Association of Schools and Colleges.

• Ensures that the mission and goals of the Department of Nursing are complementary to those of Moravian College. Develops with the College and Hospital Vice Presidents long-range academic plans for the Department of Nursing.

• Facilitates communication with and among faculty in regard to professional development. Serves as consultant to faculty in the development of scholarly activities, such as research, publications, etc. Develops a collegiate climate that will enhance faculty and staff morale and professional development.

Other Functions:

• Oversees all aspects of professional development plans of the faculty and professional staff.

• Collaborates with Hospital Vice Presidents to obtain grants/funds that enhance scholarship, endowment goals, and special projects.
Acts as liaison and consultant to promote health in the greater community.
Represents the Department of Nursing in matters of management/administration.
Serves as internal consultant to all nursing faculty.
Functions as liaison to alumni groups.
Teaches in the academic program and practices in registered nurse clinical role as appropriate
Performs other related duties as assigned.

LEADERSHIP CHALLENGES AND OPPORTUNITIES FOR THE NEW CHAIRPERSON

Blending the Hospital and College elements of the Department of Nursing into superior, unified sets of capabilities and educational offerings.
The new chairperson will need to lead strategy formulation and decision-making relative to teaching, clinical, and research activities whose constituent resources are drawn from the Hospital and College venues. This entails ensuring that the mission and goals of the Department are aligned with those of the Hospital and the College.

Recruiting and retaining excellent faculty, students and staff:
The new chairperson will play a key role in helping the Department attract promising students. Likewise, he/she will lead in establishing, implementing, and operationalizing development plans for faculty and professional staff.

Serving the needs of the greater community in a manner that reflects favorably on the Department, the Hospital and the College.
The new chairperson will need to be a very visible participant in outreach and community-centered activities.

Contributing to fundraising and development activities to benefit the Department, the Hospital and the College.
The new chairperson will need to be an effective advocate for the Department in helping secure financial (and other) resources. This, in turn, will entail activities aimed obtaining grants/funds to enhance scholarship, educational resources, and special projects, and to meet endowment goals.

Guiding and supporting the scholarly pursuits of the faculty.
The new chairperson will be expected to be an active scholar, as well as to encourage and mentor junior faculty members in achieving scholarship via teaching, clinical work and research.

Representing the Department in a wide variety of venues and situations.
The new chairperson will need to engage with groups – formal and informal – within the Hospital, the College and the broader community on behalf of the Department. Visibility and advocacy will be key. Excellent communication and group skills will be required.
QUALIFICATIONS AND CHARACTERISTICS OF THE NEW CHAIRPERSON

The ideal candidate will have the following professional qualifications and characteristics:

- Master’s degree in nursing required. Earned doctorate in nursing strongly preferred. Earned doctorate in related field will be considered. Candidates nearing completion of doctoral work may be considered.
- Five (5) years baccalaureate teaching experience required.
- Three (3) years administrative experience required as a dean, program director, and/or Department head.
- Demonstrated record of scholarship appropriate to the rank of Associate Professor of Nursing or higher.
- Eligible for Pennsylvania Registered Nurse licensure.
- Strong oral and written communication abilities in dealing with all constituencies.
TO APPLY

Inquiries, nominations, and applications are invited for the Chair position. Interested individuals should provide a letter describing their interest in and qualifications for the position and a resume. Nominations and applications will be reviewed beginning immediately, and will be accepted until the position is filled. All application materials will be treated in strict confidence and should be submitted, preferably via email, to:

The Hollander Group
Info@thehollandergroup.net
Phone: 202-270-8772
Fax: 202-337-4046

St. Luke’s Hospital & Health Network (SLHN) is an Equal Opportunity Employer dedicated to affirmative action and to excellence through diversity. SHLN provides reasonable accommodations to qualified applicants with disabilities upon request.