Job Summary

Coordinates all aspects and activities of the BSN Program. Responsible for the organization, administration, periodic review planning, development, revision, and general effectiveness of the program.

**ESSENTIAL FUNCTIONS:**

As a representative of the College, promotes the mission and purposes of the College in various internal and external activities.

Provides classroom and clinical instruction.

Participates in the scheduling and sequencing of courses and clinical sites.

Participates in the development, sequencing, implementation, evaluation, and revision of the program curriculum.

Participates in the selection, orientation, and evaluation of faculty for the BSN program.

Maintains all necessary components of program accreditation.

Prepares reports and statistical analyses as needed and keeps the Dean of Nursing informed of current program operations and concerns.

Assures that faculty in each course within the program complete and submit all data related to evaluation and ongoing assessment activities.

Participates in the preparation and management of the budget necessary for the implementation of the program.

Serves as a resource person to program faculty and students.

**EDUCATION:**

Required Minimum Education:

Graduate Degree (Masters)

Specialty/Major: Nursing

Preferred Education:

Post Graduate Degree (Ph.D)

Specialty/Major: PhD, EdD or DNP
LICENSURE/CERTIFICATIONS:

Required: Must have an active, unencumbered state of Ohio Registered Nurse license.

EXPERIENCE:

At least two years of experience in the practice of nursing as a registered nurse.

Experience teaching in an BSN program; Experience as a BSN Program Director; knowledge of curriculum design, program administration, evaluation and instruction; skillful in interpersonal, oral, and written communication; competent is appropriate use of computer technology and software, including MS Excel, MS WORD, PowerPoint, electronic email and the internet; and knowledge of the Ohio Board of Nursing regulations and accreditation standards.

Ability to manage through shared decision-making; ability to work with a diverse group of students; ability to establish and maintain effective working relationships; ability to maintain confidences; commitment to the concepts of innovation; understands and supports team building strategies.

HOURS:

Hours per pay period: 80
Hours: Varies

SHIFT & JOB SCHEDULE:

Job Shift: Days/Afternoons, Job Schedule: Full-Time

http://mercy.ttcportals.com/jobs/2730094-program-director-bsn-nursing-mercy-college