Director, Master of Science in Physician Assistant Program

Northeast College of Health Sciences, in partnership with the national search firm Scott Healy & Associates, is pleased to announce a search for the Director of the Master of Science in Physician Assistant Program. The new Director will report directly to the Executive Vice President of Academic Affairs. The College is in the early stages of establishing a Master of Science in Physician Assistant program and seeking the founding Program Director. This role will afford the successful candidate the opportunity to establish an innovative curriculum, recruit premier faculty, and set the strategic vision for the Physician Assistant program at Northeast College. The College is seeking a candidate who desires an innovative leadership role. As a visionary and entrepreneurial scholar, the ideal candidate will possess the skills and desire to develop and grow the Physician Assistant program.

The Position:
The Director of the Master of Science in Physician Assistant program is a full-time administrative position responsible for educational development, accreditation, assessment, and delivery of the Physician Assistant program. The Program Director is responsible for development, implementation, and evaluation of curricula, as well as coordination of contemporary resources for student instruction. The Program Director is responsible for maintaining professional standards as identified in accreditation criteria and the physician assistant profession.

Principal Duties and Responsibilities:
The Founding Program Director is responsible for:
- Obtaining initial program accreditation and maintains professional standards as identified in accreditation criteria and the physician assistant profession;
- Developing an education program of study in accordance with the essentials specified by physician assistant requirements and accreditation standards;
- Securing clinical education sites for students. Submits and maintains affiliation agreements and contract requirements for clinical educational opportunities;
- Leading the search process to recruit and select high quality faculty and staff;
- Directing the processes that assure program accreditation and ongoing compliance;
- Advising College administration on the build-out of office and laboratory space and other facilities within the College to meet accreditation standards within the program;
• Developing new curriculum, and ongoing revisions, that align with accreditation standards;
• Working closely with Enrollment and Planning, Marketing and Communications, and other stakeholders of the College to ensure all parties are informed about program specifics and facilitate a successful program launch;
• Initiating outreach, development, and maintenance of relationships with industry-related personnel and employers; participates in professional organizations promoting advancement of the physician assistant profession;
• Providing leadership, guidance, and educational support to the Physician Assistant program;
• Ensuring alignment of the program to the Northeast College Mission and the requirements of applicable regional and professional accrediting bodies;
• Performing the administrative functions for the Physician Assistant program;
• Providing leadership and academic support for faculty; and
• Teaching a minimum of two courses per year within the Physician Assistant program.

Qualifications:
Successful applicants will display strong leadership, organization, budget development, communication, technology literacy, interpersonal ability, time management and self-motivation. In addition, successful candidates will demonstrate evidence of working successfully with diverse populations and meet the following:

• Master’s degree from an accredited Physician Assistant Program;
• At least three years of experience in higher education;
• Must be currently certified by NCCPA;
• Licensed in New York as a Physician Assistant or eligible to seek and gain licensure;
• Experience teaching in a Physician Assistant program and in curriculum design, evaluation, instruction, program administration and academic advising;
• Familiar with standards needed for accreditation by ARC-PA. Experience with accreditation including, but not limited to, writing self-studies, site visits, peer evaluator for nationally recognized agencies; and
• Demonstrated cultural competence, sensitivity to and understanding of the diverse academic, socioeconomic, and ethnic backgrounds of college students, faculty, and staff and a commitment to a student-centered environment.

About Northeast College of Health Sciences:
Northeast College of Health Sciences, formerly New York Chiropractic College, is situated in the Finger Lakes region of New York State and is nestled on a 286-acre site next to Cayuga Lake. While initially a school of chiropractic, Northeast has expanded to a multi-program institution offering additional degrees in response to demands in healthcare education.
Building upon our College’s historic foundation in 2018 Northeast College of Health Sciences launched a new and aggressive strategic plan focusing on five priority areas that form the core of our institutional strategic actions.

1. New avenues of growth
2. Community and partner engagement
3. Campus infrastructure enhancement
4. Integrated brand marketing
5. Strategic enrollment management

As a result, Northeast has undergone focused, systematic change to enhance our institution, our campus community, and our program offerings. Although delayed by the pandemic, our strategic vision to incorporate interprofessional education with purpose throughout the Northeast College experience and add new programs to our institutional portfolio is well underway. We now find ourselves at a pivotal time in the College’s history where our strategic initiates have taken root, and the campus community is excited to embrace the changes that will propel Northeast forward into a dynamic health science institution.

Northeast promotes an environment of academic excellence that leads to the development of future professionals who understand how to be leaders within their chosen discipline. Northeast has developed four core competencies that have helped shape our reputation and support progress towards our Mission, Vision, and Values:

- Rigorous academics based on the continuous improvement model
- Innovative clinical education models
- Strong student support mechanisms
- Responsive program development

**Northeast College Mission:**
Northeast College of Health Sciences is committed to academic excellence, leadership, and professional best practices.

**Northeast College Vision:**
Northeast College of Health Sciences will be recognized as a leading institution for the education and training of natural healthcare professionals and academicians who embrace interprofessional collaboration.

**About the Seneca Falls, New York Community:**
Northeast College of Health Sciences is situated on a spectacular lakeside location and surrounded by over 80 miles of scenic byways — perfect for running, cycling, or a relaxing drive. Apart from simply the ability to study, work and live in one of the most beautiful parts of the country, there is much to do in the Finger Lakes region of New York.
Every year, people flock to the Finger Lakes region, visiting for its many wineries, breweries, summer, and winter recreation, or merely to breathe in the scenic views, and there are many others who call this region our home. Year-round, no matter the season, there is always an event, festival, activity, or something new to explore and discover. But while the area offers fresh and exciting experiences, it is also steeped in history.

Seneca Falls is often referred to as the Gateway to the Finger Lakes. Our town is conveniently situated between the cities of Rochester and Syracuse, NY. A beautiful and historic town, Seneca Falls is widely believed to be the inspiration for Frank Capra's holiday classic, "It's A Wonderful Life”. Come and visit the village and locations that inspired Mr. Capra in his visits to Seneca Falls in the early 1900's.

Seneca Falls gained its reputation for social and religious reform in the mid-19th century as residents supported the Underground Railroad and women’s suffrage. The Seneca Falls Convention was the first women’s rights convention in the United States. Held in July 1848 in Seneca Falls, New York, the meeting launched the women’s suffrage movement, which more than seven decades later ensured women the right to vote. Several historic landmarks and museums tell the story of Seneca Falls’ history of progress and freedom, including the Elizabeth Cady Stanton House, Seneca Museum of Waterways and Industry, and the Women’s Rights National Historic Park, to name a few.

**Application Process:**
All correspondence about the Director of the Master of Science in Physician Assistant Program search at Northeast College of Health Sciences should be directed to the College’s executive recruiting consultant. Please submit all applications and nominations electronically to:

Christopher S. Healy  
Vice President  
Scott Healy & Associates  
chris@scotthealy.com

Complete applications should include the following:
1. Cover Letter outlining your interest and qualifications for the position;
2. Updated CV outlining your career in in higher education in health-related areas;
3. List of five (5) professional references including name, title, contact information and relationship to you; and
4. A statement about how you will integrate diversity, equity, and inclusion into the program (this may be included in your cover letter).

Applications received by **November 22, 2021**, will receive priority consideration. The position will remain open until filled.

*Northeast College of Health Sciences is an Equal Opportunity employer and does not discriminate against students or employees on the basis of age, race, color, creed, gender, sexual
orientation, or handicapping conditions (or any other protected status) in its educational programs, financial aid, activities, admissions and employment practices.