Graduate Nursing Programs,
Director 12-month contract

About North Park:
Founded in 1891, North Park University is a Christian university affiliated with the Evangelical Covenant Church of over 3,200 students from around the country and world. Located for over 125 years on the land of the Miami and Potawatomi tribes in what is today Chicago’s northside, NPU has recently been designated a Hispanic Serving Institution and is committed to serving diverse populations. Elevating North Park University’s core distinctives of Christian, city-centered, and intercultural, NPU values diversity among its faculty and is committed to building a racially and culturally diverse intellectual community, and strongly encourages the nomination and candidacies of persons who are Black, Indigenous, and People of Color regardless of gender.

Open Rank based on experience, certification, and education

Position Description – Are you an innovator looking for an opportunity to have an influence on the future of nursing and nursing education? **NPU is seeking a graduate program director to lead and review our graduate nursing programs and take them to the next level.** The director assumes administrative responsibilities for the graduate programs MSN (Leadership/Management, Family NP, and Adult/Gerontology NP tracks) and the online DNP Program (Leadership). Each MSN track has a course coordinator. Collaborates with Direct Entry MSN program director. The position involves teaching effectiveness, professional development, scholarly/creative activities, institutional service, professional and community service, student advising and involvement, and supervisory responsibilities. The position includes teaching responsibilities. (Administrative faculty position) – Can be either Tenure-Track or Professional Track.

Qualifications:
- Active, unencumbered Illinois RN license required or eligibility for same with application in process
- MSN, Doctoral degree, DNP preferred
- Two years of graduate nursing teaching experience
- Experience as track/program coordinator/director preferred
Experience with CCNE accreditation preferred
DNP teaching experience a plus

Essential Functions:

- Oversight of curriculum development, implementation, and evaluation of the educational programs
- Oversight of programs standards for admission, progression, and graduation
- Oversight of programs policy development and implementation
- Ensure programs contribute to the strategic plan for the School and University
- Analysis of programs data and creation of program reports required by the University, accreditation agencies
- Ensure there are enough adequately prepared faculty to teach required courses
- Ensure optimum communication with the rest of the University, the School, and within the programs
- Ensure full-time, and adjunct faculty are oriented and mentored in their roles and courses
- Ensure program faculty members are provided with opportunities to make progress toward promotion and/or tenure
- Resolution of personnel and student issues as appropriate within the program
- Oversight of program teams/committees
- Development of course schedules and teaching assignments with faculty, relevant staff, and coordinators
- Ensure on-campus sessions are designed and conducted using best teaching practices, and student needs, and fit with scholarly projects and the curriculum
- Annual evaluation of full-time and adjunct faculty (includes student evaluations of faculty)
- Demonstrate and mentor faculty in effective and evidence-based teaching methods
- Provides collaborative, positive leadership for program faculty and staff to conduct program activities
- Work in collaboration with school leadership and as a member of the leadership team to plan and lead programs and initiatives
- Participate in Program, School, and University committees and activities
- Work with other nursing program directors to ensure the curriculum is aligned
- Provide relevant professional service and/or nursing representation in the community and external to the University, such as professional associations, boards, journals, etc.
- Develop and maintain positive working relationships with others within the University, the community, and clinical agencies
- Participate in activities promoting personal and professional educational growth

Direct Inquires

Dr. Cindy Hudson, Dean and Professor
North Park University
Application Instructions:

Please review the application process. For consideration, please send a cover letter, curriculum vitae, three (3) professional letters of recommendation (including titles, address, phone number, and email), and three essays:

1. Describing the applicant’s Christian faith journey and how it aligns with North Park’s mission and values,
2. An essay that addresses the applicant’s understanding, experience, and commitment to the three core identities of the university, and
3. A statement of the applicant’s teaching philosophy

Send these statements, with our curriculum vitae, transcripts, and references to Search Committee co-chairs Dr. Peggy Kotowski (mkotowski@northpark.edu) and Dr. Chris Smith (casmith@northpark.edu).

Review of applications will begin immediately and continue until the position is filled.

Highlighted Benefits:

- Medical, dental, and vision benefits.
- Paid time off, sick time, holidays, typically closing the week between Christmas and New Year’s Day.
- Eligibility for hybrid work schedule is dependent upon position
- Matching retirement plan up to 10%, based on service years
- Tuition benefits for employees and dependents
- Access to Helwig Recreational Center
- Commuter benefits offered
- On-campus dining with reduced faculty and staff price, during academic year

COVID 19 considerations: Vaccines are not required for employees. We are a mask friendly and mask optional environment.

Required Background Check: Employment at North Park University is contingent on passing a background check. Only final candidates who are extended an offer of employment will undergo a background check.

NOTE: Nothing in this job description restricts the supervisor’s right to assign or reassign duties and responsibilities to this job at any time.