



Position Title: Director of Nursing Programs and Chair of Department of Nursing

DEPT: Nursing

REPORTS TO: Provost/Vice President for Academic Affairs

FLSA: Exempt

SALARY: \$145,000 to \$150,000

(Commensurate with education and experience)

Position Summary

The Nursing Director/Chair is responsible for the overall leadership, management, and strategic direction of the Nursing program at Heritage University. This position requires a visionary leader with a strong commitment to academic excellence, student success, and the advancement of nursing education. In those roles, the Director/Chair has overall responsibilities for developing an effective collegial environment that supports excellence in nursing education. The Director/Chair will ensure compliance with CCNE accreditation standards, Washington State Board of Nursing regulations, and university policies. Represents Heritage University in the most positive manner with prospective, former and current students, clients, suppliers and the community we serve. Interacts effectively with a diverse group of faculties, staff, students and other customers of our services, learns and uses operating practices of the department and Heritage University. Upholds the Heritage University Mission Statement.

Essential Duties and Responsibilities

Academic Leadership:

- Provide academic and administrative leadership for the Nursing program.
- Develop and implement a strategic plan aligned with the university's mission and goals.
- Oversee curriculum development, evaluation, and revision to meet CCNE accreditation standards and evolving healthcare needs.
- Supervise faculty and adjunct faculty.
- Chair department meetings and committees.
- Foster a collaborative and supportive learning environment for students and faculty.

Accreditation and Compliance:

- Ensure ongoing compliance with CCNE accreditation standards and Washington State Board of Nursing regulations.
- Prepare and submit required accreditation reports and documentation.
- Develop and implement quality improvement initiatives to enhance program outcomes.

Student Success:

- Advise and mentor nursing students to ensure academic success and professional development.
- Collaborate with faculty to develop and implement effective teaching and learning strategies.
- Foster a supportive and inclusive environment for students from diverse backgrounds.

Clinical Partnerships:

- Develop and maintain strong relationships with clinical partners to provide high-quality clinical experiences for students.
- Negotiate and manage clinical affiliations.

Resource Management:

- Develop and manage the Nursing program budget.
- Oversee the allocation of resources to support program goals and objectives.
- Supervise program staff.

Professional Development:

- Stay current with nursing education trends and best practices.
- Encourage faculty professional development and scholarship.
- Represent the Nursing program at professional conferences and meetings.

Qualifications

- A doctoral degree in Nursing, DNP or Ph.D., is required.
- Current and unencumbered Registered Nurse (RN) licensure in Washington State.
- Minimum of five years of progressive leadership experience in nursing education.
- Demonstrated experience in curriculum development, program evaluation, and accreditation processes.
- Strong knowledge of CCNE accreditation standards and Washington State Board of Nursing regulations.
- Excellent interpersonal, communication, and organizational skills.
- Ability to work collaboratively with faculty, staff, students, and external stakeholders.

Preferred Qualifications

- Experience in teaching in a higher education setting.
- Experience with grant writing and research.
- Experience with accreditation
- Experience working with diverse student populations.

BENEFIT PACKAGE:

- Health Benefits - medical, dental, and vision
- No cost life insurance.
- Unpaid Time Off
- 18 Paid Holidays
- Matching 403(k) Contribution after a year of service.
- Tuition Waiver Program
- Additional plan are available for purchase. This includes AFLAC and additional life & ADD insurance.
- Many other employee engagement programs.

APPLICATION INFORMATION AND DEADLINE: Applications should include the following:

- Cover letter
- Vita/Resume
- Transcripts (copies acceptable for initial screening)
- List of References (names, email addresses & phone numbers of 3-5 current professional references)
- HU Employment Application LINK: [Employment Application](#)

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

Qualified candidates may submit application material to: HumanResources@heritage.edu or Heritage University Office of Human Resources 3240 Fort Road Toppenish, WA 98948.

Heritage University is an equal opportunity/equal access/affirmative action employer fully committed to achieving a diverse workforce and complies with all Federal and State laws, regulations, and executive orders regarding non-discrimination and affirmative action.