Job Description
Co-Director of Healthcare Delivery Pathway

The Co-Director of the Healthcare Delivery Pathways is the course co-director for the following courses: Dent 524 (1 semester); Dent 524a (1 semester); Dent 625A (3 semesters); Dent 725A (3 semesters); Dent 825A (3 semesters), and together with the HCD Director carries the responsibilities for the individual course design and development; arranging for and creating schedules for clinical mini-rotations; updating the syllabus; grading course work; remediation; reporting of grades to the SOD Registrar at mid-term and end of semester; approval of project proposals and budgets; timely communication and management of all program activities within the HCD Pathway. The Health care Delivery Pathways is the largest Pathway, enrolling approximately 80% of each class. This position at times may require the co-director to act as an interim guide and/or mentor. The faculty effort associated with directing these courses simultaneously is ~0.30 FTE.

1. The Co-Director of the HCD Pathway reports directly to the Director of the HCD Pathway, and is a member of the Pathways Steering Committee which consists of the Director of each of the Pathways, the Program Director and the Associate Dean of Academic Affairs, who is ex-officio.
(7 persons)

2. Work with the Pathways Steering Committee to determine learning objectives, instructional design and assessment of student learning and performance outcomes.

3. Work cooperatively and effectively with others, including staff, students and directors of other courses, to set goals, resolve problems, and make decisions that enhance program effectiveness.

4. Effectively delegate some tasks to the co-director of the Pathway.

5. With the HCD Director, modify the HCD Pathway on the basis of outcomes assessment, including but not limited to student course evaluations, faculty input, curriculum changes, the needs of the profession and Pathway program evaluation results.

Qualifications:

The HCD Pathway Co-Director must have at least a 40% appointment as an instructional or clinical track faculty member. Demonstrated leadership strengths including experience and expertise in clinical dentistry, excellent communication skills, collaborative style, creativity and innovation, effectiveness in teaching and experience directing a large course (including the setting of standards, assessment of student learning, remediation, course policies, grading etc.), familiarity with the Pathways program and demonstrated effectiveness as a mentor to students. The Director must also be proficient in the development and use of technologies that support instruction, learning and evaluation.