



Working together to work wonders.™

Department Chair, Graduate Studies - School of Nursing

University of Texas Medical Branch (UTMB)

Galveston, Texas

University of Texas Medical Branch (UTMB) School of Nursing (SON) – Galveston, Texas

Founded in 1890, the School of Nursing was the first nursing program in the Southwest and one of the first schools in the U.S. to be affiliated with a university in 1896. As a component of the University of Texas Medical Branch (UTMB), the school of nursing offers academic programs at the baccalaureate (traditional and RN-BSN), Masters (Family, Adult/Geriatric, Acute Care, Neonatal Nurse Practitioner, Leadership, Nurse Educator) and Doctoral Programs (DNP and PhD in collaboration with the Graduate School). The school of nursing is proud of its excellent academic programs, strong clinical environment, modern classrooms, as well as its innovative use of distance education and simulation laboratories.

UTMB provides a rich interdisciplinary environment conducive to teaching, practice, and research across the Schools of Nursing, Medicine, Health Professions Sciences, and Graduate School of Biomedical Sciences. The School of Nursing has a state-of-the-art laboratory for bio-behavioral research, an interprofessional nursing simulation center, and other faculty resources. The UTMB campus is home to the University Hospitals and Clinics including the John Sealy Hospital, Texas Department of Criminal Justice Hospital, and the Biosafety Level 4 (BSL4) Lab and the Galveston National Lab.

Department Chair, Graduate Studies – School of Nursing reports directly to the Vice Dean of the School of Nursing (SON). The Department Chair will provide academic and administrative leadership for faculty teaching in the graduate programs. The Chair is responsible for departmental management including fiscal oversight, faculty recruitment, retention and development and participation in special projects to enhance the organizational culture and productivity for our esteemed faculty.

Essential Responsibilities and Functions:

- Fosters a collaborative departmental culture and provides leadership toward the achievement of department, SON, and University goals.
- Provide leadership for faculty development and career enhancement.
- Oversee faculty workload/assignments, in collaboration with Associate Deans and Program Directors.
- Conduct faculty evaluations, in collaboration Associate Deans and Program Directors.
- Participate in recruiting and interviewing of prospective faculty candidates and makes recommendations to the Dean.
- Implement, evaluate, and revise faculty mentoring plan in conjunction with other members of the leadership team.
- Review performance, counsel, recommend salary, and work collaboratively with human resources to resolve issues for direct reports.
- Submit/manage grants to fund faculty and program development initiatives in conjunction with the Vice Dean and Associate Deans.
- Work collaboratively with the senior leadership team and all faculty to implement the mission and vision for the SON.
- Plans for faculty and other resources needed to conduct programs and submits budget needs to the Vice Dean and SON Administrator.
- Oversees department budget development and implementation.
- Assist with special projects, such as establishing a Center for Teaching Excellence, in collaboration with the Vice Dean.
- Maintain a teaching load of 30% effort and scholarly faculty responsibilities/activities.
- Serve as an exemplary role model and supportive team member of the Dean's senior leadership group with all stakeholders, including university officials, SON Advisory Council, SON alumni, faculty, students, and staff.
- Contribute to a department culture that promotes collaborative decision-making, and affirms equity, diversity, and inclusion.



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Minimal Position Requirements:

- Eligible for licensure or licensed as a Registered Nurse in the state of Texas.
- Doctoral Degree in nursing or related field (MSN in Nursing if non-nursing doctorate).
- Eligible for or achieved rank of Associate Professor or Professor.
- Familiarity with academic roles, rules, policies, and procedures.
- Proven expertise in academic leadership and professional development.
- Excellent written and verbal communication skills.

Income Package: Salary will be commensurate with qualifications, experience, and educational background. In addition, UTMB offers a superior benefits package, an excellent retirement program, a relocation allowance as well as other potential incentives.

Living in communities served by UTMB Health: Please click on or paste the below link to your internet browser to learn more about the various communities in and around the UTMB service area: <http://www.utmb.edu/utmbliving/>

For more information, please submit a detailed Cover letter and updated Curriculum Vitae (CV) to, Skott Harrington at: saharrin@utmb.edu Please provide a preferred contact method.

UTMB Health strives to provide equal opportunity employment without regard to race, color, national origin, sex, age, religion, disability, sexual orientation, gender identity or expression, genetic information or veteran status. As a VEVRAA Federal Contractor, UTMB Health takes affirmative action to hire and advance women, minorities, protected veteran's and individuals with disabilities.