

**University of Phoenix  
Tempe, Arizona**

**Position Specifications  
Program Dean for Graduate Nursing  
School of Nursing - College of Health Professions  
May 2015**

Prepared by:  
Summit Search Solutions, Inc.



**University of Phoenix®**

[www.phoenix.edu](http://www.phoenix.edu)

## THE INSTITUTION

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John Sperling, PhD, a Cambridge-educated economist and professor-turned-entrepreneur, founded **University of Phoenix (UOPX)** in 1976. He made a commitment to provide working adults with higher education at times convenient to them. Now UOPX is the nation's largest private university, offering undergraduate and graduate degree programs at more than 100 locations, as well as online in most countries around the world. Not only do students attend classes that are convenient, they earn degrees that are built for the careers they want.

University of Phoenix's commitment extends to higher education innovations as well by pioneering many of the conveniences that students now enjoy — evening classes, flexible scheduling, a university-wide academic social network, an immersive online classroom and an online library. In addition, the University has 20 years of experience in online education — a kind of education that's research-proven to be just as effective as conventional instruction. For more information visit: <http://www.phoenix.edu>

The College of Health Professions includes the School of Nursing and the School of Health Services Administration. **The School of Nursing** is engaged in rapid and extensive transformation. The School is expanding and enhancing its programming – adding new specialties and introducing state-of-the-art curriculum design, instructional design and student outcomes assessment. The School seeks to be a recognized leader in nursing education and promotes principles and values that encourage students to become efficient and effective leaders in multiple settings. To learn more, see: [www.phoenix.edu/colleges\\_divisions/nursing.html](http://www.phoenix.edu/colleges_divisions/nursing.html)

**Reporting relationships:** The Program Dean reports to the Academic Dean for the School of Nursing.

**Location:** Tempe, AZ (greater Phoenix)

## THE OPPORTUNITY

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University of Phoenix is seeking a creative leader to serve as a **Program Dean for Graduate Nursing**. This is a new role within the School of Nursing that is responsible for the performance of the graduate portfolio including program review and revision; enhancement of program quality; enrollment and retention; faculty performance; and understanding of the industry to meet the needs of the market. Master of Science in Nursing programs include family nurse practitioner, nurse administration, and nurse education.

### Responsibilities:

- Leads the development of a defined portfolio of graduate nursing programs and their policies, procedures, and standards.
- Leads the development and enhancement of current and new programming.
- Represents the organization as appropriate in its relationship with the education, business, and government communities. These relationships are essential to seek out programmatic

feedback for continuous improvement. This position is also accountable for developing and maintaining a positive relationship within the organization, especially with industry strategy groups and employer relationship partners.

- Partners with faculty shared services organizations to ensure faculty standards are understood and maintained.
- Monitors academic and program delivery standards to meet stated outcomes.
- Monitors student learning outcomes for programs within portfolio and analyzes outcomes data for use in continuous program improvement. Identifies and implements strategies for program maintenance and revision based on data.
- Monitors retention performance and enrollment trends in the programs in order to address program performance issues. Recommends and acts on necessary changes to enhance total enrollment and retention metrics.
- Understands and monitors the impact of industry standards and accreditation needs on program design, development, assessment and revision. Provides evidence as required for new and ongoing accreditation efforts.
- Manages any student or faculty escalations of an academic nature happening with the program portfolio in consultation with the academic dean.
- Provides appropriate industry and product knowledge, education, and training to help staff achieve competency and promote excellence.
- Maintains a professional and technical knowledge by attending educational workshops, reviewing professional publications, establishing personal networks, and participating in professional societies.

**Qualifications:**

- Earned doctorate from a regionally accredited institution required. Masters in nursing required. Certified nurse practitioner preferred.
- Must hold an unencumbered and unrestricted license in AZ. This may be obtained within a reasonable timeframe.
- At least five years' experience in a leadership role in a college or university setting.
- Track record in the areas of curriculum development/revitalization, academic development and evaluation.
- Prefer candidates with an entrepreneurial spirit and a bias toward employer involvement in program content.
- Prior experience in adult online learning is preferred.

## PROCEDURE FOR CANDIDACY

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Confidential review of applications will begin immediately. **Click the following link to apply and submit your CV/resume.** [Apply Now](#)

Or copy and paste the following link into your browser:

<http://summitsearchsolutions.catsone.com/careers/index.php?m=portal&a=apply&jobOrderID=5440996&portalID=5652>

### For nominations or further information:

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*The University of Phoenix provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, national origin, age, disability, genetic information, marital status or status as a covered veteran in accordance with applicable state and local laws governing nondiscrimination in employment.*



[Summit Search Solutions, Inc.](#) is a boutique executive search firm with a team of experienced recruiting consultants in strategic locations across the country including New York, North Carolina, Colorado and California.



## PHOENIX/TEMPE, ARIZONA

Phoenix is a sophisticated western city that values its roots. Located in an area known as the "Valley of the Sun," Phoenix is surrounded by several mountain ranges and the Sonoran Desert, which provide gorgeous scenery and ample opportunities for hiking, biking, and horseback riding. Thanks to the warm climate and sunny skies, seasonal tourism plays a major role in the city's economy, with many visitors arriving in winter months to patronize area golf resorts and spas. Many locals live in beautiful suburbs such as Scottsdale, Tempe, Mesa and Glendale.

Somewhat surprisingly for a desert city, the Greater Phoenix area is home to over 100 golf courses. Other significant players in Phoenix's economy include government offices, high-tech companies such as Intel and Honeywell, and the University of Arizona. Though Phoenix is one of the most populous cities in America, it is also sprawling and not densely settled, making the city feel more like a collection of urban villages than a metropolis. In the city center, however, visitors will still find a classic downtown area, complete with skyscrapers and world-class cultural attractions such as Phoenix Symphony Hall and the Orpheum Theatre. Other noteworthy attractions include the Phoenix Art Museum, the Arizona Science Center, the Phoenix Zoo, and the Musical Instrument Museum as well as the Pueblo Grande and Cultural Park and Heard Museums where you can learn about the Native American culture in the Southwest.

- Compared to the rest of the country, Phoenix's cost of living is 1.10% lower than the U.S. average.
- The unemployment rate in Phoenix is 5.40 %, (U.S. avg. is 6.30%). Recent job growth is positive. Phoenix jobs have increased by 1.99 %.

*For more information on Phoenix and Tempe, Arizona, please visit:*

Visit Phoenix, [http://www.visitphoenix.com/index.aspx?gclid=CMLXhY\\_px8ACFQto7AodgXgAcA](http://www.visitphoenix.com/index.aspx?gclid=CMLXhY_px8ACFQto7AodgXgAcA)  
Phoenix Chamber of Commerce, <http://www.phoenixchamber.com/>  
Arizona Office of Tourism, <https://tourism.az.gov/>  
City of Tempe, AZ, <http://www.tempe.gov/>  
Tempe Chamber of Commerce, <http://tempechamber.org/>

The city of Tempe is an exciting mixture of Southwestern hospitality, prosperity and success. In the center of the Valley of the Sun, Tempe covers approximately 40 square miles and is home to more than 166,000 residents.



While enjoying dynamic growth, the city has maintained its unique personality and style through a careful and masterful blending of the new with the old. Respecting its heritage and energetically planning for the future, Tempe is a wonderful mix of history and modern urban amenities.

Tempe has a distinct identity as an emerging destination city, replete with all the offerings of a city rich in economics, technology, culture, tourism and educational resources. Tempe offers a blend of quality new developments, revitalization and redevelopment, prestigious institutions such as Arizona State University, and celebrated traditions. Tempe brings it all together – bright Arizona sun, rewarding places to work, diverse cultures, a myriad of recreational opportunities, the best in entertainment and an unparalleled Southwestern lifestyle. Tempe is the place to live, learn, work and play!

