Role Description Form

Position Title: Director, Brown Family Clinical Learning Lab and CSON Simulation Center

Department: School: School of Nursing
William F. Connell School of Nursing

Role Summary:
The Director provides leadership for the Brown Family Clinical Learning Lab and CSON Simulation Center by developing, implementing, and evaluating procedures for the effective and efficient functioning of the Brown Family Clinical Learning Lab and CSON Simulation Center and oversees learning resources technology within all areas of the school lab and simulation services. The person serving in this position guides laboratory and simulation center course development in collaboration with Associate Deans for Academic programs and Assistant Dean for Continuing Education. The Director manages and presents all laboratory and simulation center curricular based modifications to the Associate Deans and/or Assistant Dean for Continuing Education and appropriate committees within the school. This position also serves as an ex officio member of the Academic Program Committees.

Reporting Relationship:
Reports to the Department Chair and Assistant Chair with a dotted line relationship to Associate Dean for Finance and Administration.

Supervision Exercised:
She/He is expected to provide personnel management to the Assistant Director positions and ancillary staff, graduate student staff and undergraduate students within the management structure of the clinical learning resource centers of the Connell School.

Scope:
Provide leadership and vision for all aspects of the Brown Family Clinical Learning Lab and CSON Simulation Center. Collaborates with course faculty, Assistant and Associate Deans to deliver learning experiences to meet the course and program goals in degree programs, certificates and continuing education offerings, identify human and material resources needed on a proactive basis and identify new opportunities in the curriculum. Solicits input from faculty, and provides leadership for all simulated learning experiences within the school while creating an environment that fosters clinical judgment and enhances psychomotor skill competence. Implements and disseminates current guidelines and best practices. This position, in light of essential functions outlined below, is expected to meet all University expectations of a full-time faculty position particularly in the areas of scholarship and service.

Essential Functions:
Teaching
• Director teaches in undergraduate/graduate courses and/or simulation each semester as either a coordinator or teacher of record as negotiated through the annual assignment process conducted by department chairs
• Reviews laboratory course materials including laboratory manuals
• Interacts with Teachers of Record and clinical faculty regarding learning issues as they pertain to clinical lab teaching and enhancement of simulation scenarios to more effectively and consistently relay course objectives
• Oversees pedagogical efficacy in developing instructional media
• Works with key stakeholders and school governance structure to develop, implement and evaluate the opportunities for integrating technologies into the pedagogy and/or curriculum
  • Develops and implements technology opportunities within the teaching function which may include faculty development and other educational programs
  • Meets regularly with Associate/Assistant Deans to discuss issues related to alignment of use of labs/sim to address program goals.
  • Provides collaborative leadership in core clinical teaching within the curriculum

Management
• Ensures responsible management in all areas of lab including resource needs, technology advances, enhanced services and strategic planning including preparation of relevant business plans.
• Ensures relevant data are available for management decisions
• Manages staff and student workers assigned to the Brown Family Clinical Laboratory and CSON Simulation Center.
• Enhances professional growth and development and keeps up-to-date on new simulation technology by reviewing current literature and relevant educational research, attending training sessions and regional conferences, and using simulation listservs
• Oversees ordering, inventory management, and storage of all laboratory equipment and supplies
• Makes decisions and offers recommendations to incorporate innovative technologies and address equipment obsolescence
• Informs senior leadership of annual budgetary needs and long-term equipment purchase/replacement planning as part of the annual budgetary process
• Coordinates and oversees open-house events for prospective students and other groups (may occur on weekends)
• Works with the staff of Clinical Learning Center in intramural and extramural grant submission process for new media and simulation technology

Technology
• Ensures responsible management in all areas of technology within the lab including proper operation and maintenance of mannequins, computer, AV, medical equipment.
• Manages resources to optimize the ability for faculty to be engaged in scenario planning, programming and/or execution of curricular content in Brown Family Learning Lab or CSON Simulation Center.
• Develops and implements high-level vision regarding use of technology within CSON curriculum, plan for future
• Technology and ensure center utilizes innovative technology
  • Collaborates with other personnel to assess best practices for achieving academic objectives through expertise in scenario development
  • Oversees the design and adaptation of courses to include simulated scenarios using all levels of simulation
  • Represents Simulation & Clinical Learning Centers through interactions with school, University and External Partners

**Education/Training and Certification, Licensure, Registration Requirements**
Requirements/Credentials of full-time Nursing faculty Terminal degree with training in simulation based education
This is a ten month position.

**Experience**
Three or more years of simulation based nursing education experience
Effective verbal/written communication skills and proficiency in English language.

**Contact**
Please send applications to colleen.simonelli@bc.edu