Job Vacancy Announcement

Open Rank Faculty & Director of Radiologic Technology and Imaging Science Programs

POSITION TITLE: Open Rank Faculty and Director of Radiologic Technology and Imaging Science Programs
(Full-time faculty; rank depending upon qualifications)

JVA#: 2021-30

DEPARTMENT: School of Nursing and Allied Health

POSITION SUMMARY: The Director of the Associate of Science in Radiologic Technology Program and Bachelor of Science in Imaging Science is a full-time position responsible for comprehensive program administration at the Bluefield and Beckley campus sites including fully online components, oversight of all program activities and performing limited instruction. The Director has authority and responsibility within the general policies of the college for the program of learning, recommendation of candidates for faculty appointment, retention, assessment and providing necessary information to meet requirements of continued accreditation. The Director must understand the whole function of the college, its philosophy and objectives and the place of Radiology/Imaging Science education in the college curriculum. This position requires teaching face to face on each campus as well as teaching online/hybrid courses as assigned. The administration of the program at the Beckley campus incorporates all the specific responsibilities as listed to include regular visits and teaching at the Beckley campus site. The Director is responsible for maintaining professional standards as identified in accreditation criteria and the radiology profession.

RESPONSIBILITIES:

- Continued assessment and compliance in accordance with the essentials specified by radiological technology requirements and accreditation standards.
- Secures clinical education sites for students. Submits and maintains affiliation agreements and contract requirements for clinical educational opportunities.
- Leads the search process to recruit and select high quality faculty and staff.
- Directs the processes to assure ongoing program accreditation and compliance.
- Communicates effectively and works well with prospective and current students, staff, faculty, administration, and colleagues and community partners in large and small settings.
- Works closely with Enrollment and Planning, Marketing and Communications, and other stakeholders of the College to ensure all parties are informed about the programs and recruitment efforts.
• Participates in professional organizations promoting advancement of the radiology profession.
• Provides leadership, guidance, and educational support to the Radiological Technology program.
• Ensures alignment of the program(s) to the college mission and the requirements of applicable regional and professional accrediting bodies.
• Performs the administrative functions for the Radiological Technology/Imaging Science programs.
• Teaches a minimum of two courses per semester within the Radiological Technology and/or Imaging Science program(s).
• Takes a supportive interest in the academic progress of each of his/her students.
• Maintains required office hours as assigned so that s/he may be available to the students for advising, remediation and offering assistance toward achieving student success.
• Keep abreast of his/her academic discipline through continuing study, and/or active participation of his/her professional organizations.
• Attend commencement and convocations and cooperate fully with the BSC Board of Governors, the President, the Provost and the Dean in promoting the interests of Bluefield State College and the respective School.

MINIMUM REQUIRED QUALIFICATIONS:
• Earned Master’s degree from an accredited institution in a related field of healthcare or education required. Earned doctorate in applicable field of study preferred;
• Proficient in curriculum design, evaluation, instruction, program administration and academic advising;
• Minimum of three years’ full-time clinical experience in the professional discipline;
• Minimum of two years’ experience as an instructor in a JRCERT accredited program;
• Holds current American Registry of Radiologic Technologists (ARRT) certification and registration, or equivalent;
• Familiar with standards needed for accreditation by JRCERT;
• Experience with accreditation including, but not limited to, writing self-studies, site visits, peer evaluator for nationally recognized agencies; and
• Experience with data collection and analysis with a commitment to continuous improvement of processes, programs, and services.

COMPENSATION: Salary is commensurate with qualifications and experience. Faculty rank will depend upon qualifications. Position is dependent upon available funding.

THE COLLEGE: The mission of Bluefield State College is to provide students an affordable, accessible opportunity for public higher education. A historically black institution, Bluefield State College prepares students for diverse professions, graduate study, informed citizenship, community involvement, and public service in an ever-changing global society. More information about the College is available at www.bluefieldstate.edu.
APPLICATION PROCEDURE: Completed applications are to be submitted in electronic format only to humanresources@bluefieldstate.edu and must include:
   1. Letter of interest specific to the position;
   2. A completed BSC Employment Application (form available at https://bluefieldstate.edu/resources/human-resources/jobs);
   3. Resume/CV;
   4. Contact information for at least three professional references; and
   5. Transcripts (unofficial transcripts are acceptable for the application process; official transcripts will be required of the selected candidate).

Please do not include photographs or any personal information (e.g. D.O.B, place of birth, etc.) on your application or supporting documents.

DATE POSTED: December 15, 2021

CLOSING DATE: Position is open until filled. A review of applications will begin immediately. For full consideration, applications must be received by 4:00 pm EST, February 11, 2022. Applications will be accepted until position is filled; however, applications received after the deadline may not receive full consideration.

Bluefield State College is an HBCU, AA/EOE/ADA employer, committed to the principle that minorities, women, veterans, and individuals with disabilities are encouraged to apply. The college complies with all applicable federal and state laws designed to promote equal educational and employment opportunities. Bluefield State College does not provide H1B visa or employment sponsorship.