



Bluefield State University

Job Vacancy Announcement

Open Rank Instructor & Director of Sonography (Full-time faculty position)

POSITION TITLE: **Open Rank Instructor & Director of Sonography**

JVA#: 2026-06

DEPARTMENT: College of Health Science

POSITION SUMMARY: This position is a full-time 10-month faculty position. The chosen candidate works under the supervision of the Dean of the College of Health Sciences. The director will be responsible for overseeing all aspects of the program(s) of sonography and providing instruction in the didactic setting. The director will serve as the primary point of contact between the program, the dean, and the university. Attaining and maintaining programmatic accreditation is expected of this position.

CORE RESPONSIBILITIES:

The essential job functions and responsibilities for this position include, but are not limited to:

The structure and daily operation of the program;

- The organization, administration, periodic review and evaluation, continued development, and effectiveness of program curricula; and ensuring the effectiveness of all clinical affiliates is maintained.
- Overseeing, monitoring, and communicating with the Clinical Coordinator regarding student clinical rotations, the number of cases, and completion of required competencies by all students.
- 6 hours of Didactic instruction per semester
- Ensure the effectiveness of the program
- Availability to students/clinic educators and faculty during all the full time work week
- Recruitment of students for Sonography programs
- Act as the liaison between the program, the college and the clinical agencies
- Serve the community through service learning projects with students and other college constituent groups.
- Maintain current knowledge of program policies, procedures, and student progress.

- Collaboration with faculty and staff of the college in program development, scheduling, marketing, and delivery of instruction
- Meet deadlines for evaluation and documentation of student performance as required, and in compliance with college, State, ARDMS, and HLC standards.
- Participate in the programmatic/college accreditation process and all necessary assessment processes.
- Evaluate student progress through examinations and observations of performance
- Actively support student success through individual counseling and advising
- Participate in department, school, and general faculty meetings, applicable college committee activities, and other forms of college and community service
- Maintain an active program of professional development related to individual, professional, and institutional needs
- Work cooperatively with the Dean and other program and clinic Director(s) to complete and update evaluation tools, handbooks, and curriculum.
- Completing other duties and responsibilities as assigned.

MINIMUM REQUIRED QUALIFICATIONS:

The program director must:

- Possess a minimum of a Master's degree within the field of healthcare or education;
- Possess the appropriate credential(s) specific to one or more of the concentration(s) offered;
- Have documented experience in supervision, instruction, evaluation, student guidance and in educational theories and techniques; and
- Have a minimum of two years of clinical experience as a registered sonographer in the professional sonography field.
- A doctoral degree is preferred.
- Evidence of ongoing continuing education in the field
- Valid ARDMS certification
- Proficiency in curriculum development, supervision, instruction, evaluation, and academic advising
- One-year experience as a sonography instructor in either didactic or clinical area;

COMPENSATION: Salary is commensurate with qualifications and experience. Position is dependent upon available funding.

THE UNIVERSITY: The mission of Bluefield State University is to provide students an affordable, accessible opportunity for public higher education. A historically black institution, Bluefield State University prepares students for diverse professions, graduate study, informed citizenship, community involvement, and public service in an ever-changing global society. More information about the University 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 BSU 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).

NOTE: Please **do not** include photographs or any personal information (e.g. D.O.B, place of birth, etc.) on your application or supporting documents. **Bluefield State University does not provide H1B visa or employment sponsorship.**

DATE POSTED: September 19, 2025

CLOSING DATE: For full consideration, applications must be received by 4:00 pm EST, October 3, 2025.

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