

Alderson Broaddus University
College of Optometry
Clinic Director

Position Overview: Alderson Broaddus University is seeking a full-time faculty member for the College of Optometry. The invited application is for a 12-month tenure faculty position for the position of Clinic Director. As well as providing clinical education/patient care in the optometry clinic, this individual will oversee the clinical training program for the College of Optometry. The successful candidate will actively participate in curriculum development, scholarly activities, and community service. The faculty member is expected to remain current in the professional field of optometry.

Essential Responsibilities and Duties:

1. Supervise and direct the on-campus and off-campus optometry clinical education program.
2. Manage the clinic budget and resources to ensure the patient care mission of the college is accomplished.
3. Develop and implement clinical policies and procedures.
4. Provide quality leadership for the clinical program.
5. Maintain a harmonious and supporting working relationship with faculty, staff, and a diverse student and community population.
6. Act as liaison for interaction among various University groups and the College of Optometry.
7. Ensure that patient care in the College's on-campus clinics are delivered consistent with legal and ethical standards.
8. Assisted in the certification of suitability of off-campus clinical sites.
9. Provide limited clinical education / patient care in the optometry clinic.
10. Participate in faculty development and college meetings.
11. Facilitate a positive work environment especially in the interaction with graduate students, other faculty members and staff members.
12. Attend educational and research conferences along with encouraging / mentoring and involving graduate students in research and represent Alderson Broaddus University in a positive manner.
13. Perform other duties as assigned.

Required Knowledge, Skills, and Abilities:

1. Graduated from an accredited school or college of optometry.
2. Possess a current West Virginia license to practice optometry or license eligible within one year.
3. Demonstrated commitment to excellence in optometric education and patient care.
4. Have strong technology skills as it relates to patient care and optometric education.

Preferred Qualifications:

1. Completion of one year residency program or equivalent.
2. Five years' experience in private practice or optometric education.

Application material must include: A letter of application; current CV, unofficial transcripts, and contact information for three to five references submitted in one pdf file. Send to: hr@ab.edu one PDF file via e-mail (preferred) or mail to: Alderson Broaddus University ATTN: HR – Clinic Director, 101 College Hill Drive, Campus Box 2004, Philippi, WV 26416. For more information concerning this position, email Dr. Bob Buckingham at buckinghamrs@ab.edu or call 304-457-6588.

Alderson Broaddus University is a health-related and professional educational institution firmly rooted in the liberal arts. Alderson Broaddus University is in Philippi, WV, and affiliated with the American Baptist Churches, USA, and the West Virginia Baptist Convention. Alderson Broaddus University is an Equal Opportunity Employer and encourages applications from minority candidates.