Assistant Chair of Clinical Education Job Description

The Assistant Chair of Clinical Education is a full-time faculty position with administrative, academic, service, and scholarship responsibilities. The Assistant Chair of Clinical Education reports to the Associate Chair of Professional Education (ACPE) and collaborates with the ACPE, the Directors of Clinical Education (DCEs), and the faculty to ensure excellence in clinical education for the DPT program. The duties specific to the role of Assistant Chair include but are not limited to the following:

- Leading effort for developing, implementing, assessing, and refining of the clinical education component of the curriculum.
- Working collaboratively with department leadership to identify opportunities for DCE faculty development.
- Communicating between the academic institution and affiliated clinical education sites.
- Facilitating quality-learning experiences for students during clinical practice seminars and full-time clinical internships.
- Evaluating students' performance, in cooperation with other faculty, to determine their ability to integrate didactic and clinical learning experiences and to progress within the curriculum.
- Educating students, clinical and academic faculty about clinical education.
- Teaching in the DPT program within area of expertise.
- Developing relationships with clinical partners within Northwestern Medicine, locally, nationally, and internationally, to maintain a sufficient number of clinical education sites to ensure quality, quantity and diversity of learning experiences.
- Providing clinical faculty with professional development opportunities to promote sound patient/client management that is consistent with contemporary physical therapy practice.
- Maximizing available resources for the clinical education program.
- Providing documented records and assessment of the clinical education component of DPT program.
- Actively engaging core faculty in clinical education planning, implementation, and assessment.
- Engaging in a scholarly line of research and mentoring students in research studies.
- Able to collaborate with available services provided by the University to support students with special needs based on the Americans with Disabilities Act (ADA).

Qualifications:
- Graduate of an accredited physical therapist professional program.
- Earned academic doctorate preferred (e.g. PhD, EdD, DSc, DHS).
- Licensed or eligible for licensure in the state of Illinois.
- Minimum of ten years of experience as a physical therapist.
- Minimum of three years experience as a DCE.
- Effective written and oral communication, organization, interpersonal, and counseling skills.
- Able to effectively collaborate with others in the administration, assessment, and documentation of the clinical education program.
- Knowledge of educational, management, and adult learning theory and principles.
• Knowledge of legislative, regulatory, legal, and practice issues affecting clinical education, students, and the profession of physical therapy.
• Current knowledge and skill in the use of information and computer technology.
• Design and conduct independent and/or collaborative research in clinical education or related areas.
• Able to travel, as needed, for clinical site visits and regional and national professional meetings.
• APTA Credentialed Clinical Instructor or willing to enroll in next course offered.

Rank: Associate or Assistant