Midwestern University provides undergraduate, graduate, and post graduate education in the health sciences on its campuses in Downers Grove, Illinois and Glendale, Arizona. The University excels by providing an interdisciplinary learning environment for students in a variety of health care disciplines, including osteopathic medicine, pharmacy, dentistry, optometry, veterinary medicine, podiatry, occupational therapy, physical therapy, and others. Midwestern University is an independent institution of higher education committed to the education of health care professionals. The Illinois campus is located on a spacious 105-acre campus in Downers Grove, 25 miles west of Chicago.

Midwestern University is currently recruiting for an Assistant/Associate Dean of Academic Affairs.

In this position, the Assistant/Associate Dean of Academic Affairs will ensure the effective delivery of a high quality curriculum for the Doctor of Optometry degree. The position reports to the Dean, College of Optometry - Illinois.

**Position Title: Assistant/Associate Dean of Academic Affairs**

**Responsibilities:**
This full time position reports to the Dean of the College. The selected candidate must provide leadership in the development of the academic program including curriculum development, assessment, and implementation; recruitment, supervision, evaluation, and retention of faculty; coordination of selected college academic committees; creation of class schedules in coordination with the Assistant Dean of Clinical Affairs; promotion of the college’s research programs and direction of the academic assessment process; oversee the college assessment, self-study, and accreditation; oversee the pre-clinical budget and teach courses. Candidate will represent the college dean at various meetings and functions as necessary. Additional duties may be assigned. Candidate must have the credentials to qualify for a faculty appointment at the college.

**Qualifications:**
The candidate must possess a Doctor of Optometry degree from an ACOE accredited institution with an MS or PhD in Vision Science or related field; or significant experience working with an optometry curriculum. The candidate must be eligible for optometric licensure in Illinois. The candidate must demonstrate excellent leadership and communication skills. A minimum of four years of higher education administrative experience is highly desirable.

**Salary and Academic Rank:**
Salary and Academic Rank will be commensurate with qualifications and experience.

**Application:**
Review of applications will begin immediately and continue until the position is filled. Please submit your application packet through Midwestern University’s online job board:

1. Visit www.midwestern.edu
2. In the jump to section, select 'employment at MWU'
3. Select 'employment opportunities'
4. Select 'faculty' for job category and click 'search'. The online profile should include a letter of application outlining interest in the position (uploaded as an attachment), curriculum vitae (uploaded as an attachment), and the names and contact information of at least three professional references.

Please send any additional questions to:

Sunny M. Sanders, OD, FAAO  
Dean, Midwestern University, College of Optometry - Illinois  
555 31st Street  
Downers Grove, IL  60515  
ssanders@midwestern.edu

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We maintain a drug-free workplace and perform pre-employment substance abuse testing.