Dean – School of Optometry

MCPHS University
Worcester, MA campus

For nearly 200 years, MCPHS University, formerly known as Massachusetts College of Pharmacy and Health Sciences, has been at the forefront of innovation in the healthcare world. We take pride in our history, yet are motivated by a curiosity about the future. That’s why we are constantly updating our state-of-the-art labs, innovating our curriculums, and adding programs to coincide with the needs of an ever-changing healthcare landscape.

Faculty and staff continue to bring their talents and skills to MCPHS University to contribute to our mission of guiding and supporting students toward successful and sustainable careers in healthcare. Whatever position an employee holds, their efforts make an important impact on the overall quality of campus life. Employees are an integral part of a community that is proud of its heritage and the accomplishments that make MCPHS University a first-class educational institution.

Responsibilities:

The Dean for the School of Optometry provides dynamic and effective leadership for the School and its organizational units, building an esprit de corps within the School’s faculty, staff and students.

- Ensures the School’s success in contributing to the teaching, scholarship and service missions of the College.
- Ensures effective oversight of the implementation, evaluation (including outcomes assessment) and continuous improvement of the School’s academic programs.
- Achieves and sustains full accreditation of the Doctor of Optometry (OD) program through the Accreditation Council on Optometric Education (ACOE).
- Collaborates effectively with admission and recruitment staff to market the School’s academic programs, enhance the applicant pool, and grow enrollments consistent with University goals and resources.
- Manages the School’s budget consistent with the University’s financial goals, policies and procedures.
- Effectively and proactively represents the University’s vision and mission, strategic goals, and policies and procedures, as well as administrative decisions, to the School’s faculty, staff and students.
- Ensures consistency of the School’s goals and plans with those of the University and communicate such, along with resource needs, to senior administration.
- Demonstrates initiative, autonomy and effectiveness in daily management and in making executive decisions with respect to the School’s academic programs, faculty, staff, students, operations and budgetary management, consistent with accreditation standards (where applicable) and the University’s policies and procedures, resulting in their consistent and predictable application in diverse situations.
- Demonstrates initiative and effectiveness in managing and developing the School’s faculty and staff, including hiring, developing, and evaluating faculty and staff, and handling personnel matters that arise.
- Collaborates effectively across Schools and Departments to achieve School and institutional goals.
- Collaborates effectively with student services and administrative offices to meet School and University goals, and serve the School’s student population.
- Provides effective oversight and leadership in developing new programs, as well as innovative delivery methods (including online pathways) to expand the reach and appeal of existing programs, both nationally and internationally.
- Seeks external resources to support the School’s programs and initiatives, through grants and contracts, and in collaboration with the University’s development office.
- Successfully enhances the visibility and recognition of the School and its respective programs with key stakeholders and constituents in the community and the respective professions.
Additional responsibilities may be assigned by the supervisor.

**Qualifications:**

**Required:**

- An earned Doctor of Optometry (OD) degree
- Current professional licensure in optometry
- A minimum of three years of successful experience in a formal leadership position in a school / college of optometry at an Associate Dean or Dean level, college / university, health care institution or health-related organization
- Excellent oral, written, and interpersonal communication skills
- Excellent organizational, priority management, and teamwork skills
- Effective use of information technology for communication and decision-support

MCPHS offers a competitive salary and excellent benefits, including a substantial health/dental insurance subsidy, generous holiday/vacation policy, and a significant pension plan contribution.

To apply, please visit: [https://careers-mcps.icims.com/jobs/2088/dean---school-of-optometry/job](https://careers-mcps.icims.com/jobs/2088/dean---school-of-optometry/job) Attach a cover letter and a curriculum vitae. No phone calls, please. Principals only. Finalist candidate(s) for this position will be subject to a pre-employment background check as a condition of employment. MCPHS University is an equal opportunity employer. Applicants who would enrich the University’s diversity are welcome to apply.