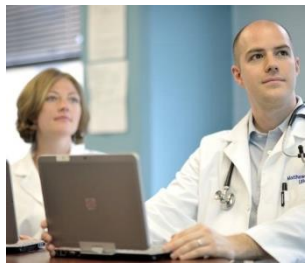


University of Bridgeport
Bridgeport, Connecticut

Position Specifications
Associate Dean of Academic Affairs
College of Naturopathic Medicine
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Prepared by:
Summit Search Solutions, Inc.



www.bridgeport.edu

THE INSTITUTION

Overview:

Over the past decade the University of Bridgeport (UB) has been one of Connecticut's fastest-growing and one of America's most diverse universities. UB is known internationally for developing career-minded professionals who understand their world and seek to serve as community leaders and service-oriented professionals. UB offers more than 125 majors with graduate and doctoral programs. In addition to the six Health Sciences schools, UB prepares students for careers in business, engineering, education, public service, and the liberal arts.

The University of Bridgeport was founded in 1927 and is located in historic New England on the Connecticut shoreline-in sight of the Long Island Sound's breathtaking vistas. The campus and region, including the nearby treasures of New York City and Boston, provide an unparalleled context for study, professional aspiration, and growth. Students from 88 countries and 44 states make up the global citizenship of the University.

A vital part of the UB campus is the Health Sciences Center, which houses the UB Clinics where health sciences degree candidates work side-by-side with clinicians. The UB Clinics offer members of the community a centralized location for evaluation and treatment in the following four clinics: Dental Hygiene, Naturopathic Medicine, Chiropractic and Acupuncture.

The College of Naturopathic Medicine:

Started in 1997, the **College of Naturopathic Medicine** has been graduating physicians who are revolutionizing healthcare in the Northeast and across the country. The University of Bridgeport College Of Naturopathic Medicine is committed to training physicians for the 21st century: doctors who are leaders in the emerging paradigm of healthcare, blending research and innovative technologies with the art of healing and natural therapeutics to provide patient-centered care.

The College of Naturopathic Medicine is accredited by the Council on Naturopathic Medical Education (CNME), the accrediting agency for naturopathic colleges and programs in the United States and Canada. Students and graduates of naturopathic colleges and programs accredited or pre-accredited by CNME are eligible to apply for the Naturopathic Physician Licensing Examinations as administered by the North American Board of Naturopathic Examiners. In addition, the College of Naturopathic Medicine is accredited by the Connecticut State Department of Higher Education to offer the degree of Doctor of Naturopathic Medicine.

College of Naturopathic Medicine Mission Statement:

The Mission of the University of Bridgeport's College of Naturopathic Medicine is to prepare individuals to become physicians who are leaders in patient-centered, collaborative, and sustainable healthcare settings and are guided by a commitment to the philosophy, principles and traditions of naturopathic healing and medicine.

The College of Naturopathic Medicine Programmatic Objectives:

- *Facilitate* the transformation of students to competent, compassionate, culturally sensitive naturopathic physicians who excel in a variety of healthcare settings.
- *Cultivate* an exceptional academic environment that supports research and scholarly activities to enhance student learning and advance the profession.
- *Foster* collaborative relationships within the university to provide multidisciplinary opportunities in education, research and patient care for students and faculty.
- *Support* alumni with resources and opportunities for professional development.
- *Provide* excellent naturopathic health and wellness services to the diverse population of Greater Bridgeport and the Northeast Region.
- *Advocate* for the profession through education, outreach, and legislative activities that increase the global awareness of the college and naturopathic medicine.

For more information visit: www.bridgeport.edu/academics/graduate/naturopathic-medicine-nd

Location: 126 Park Avenue, Bridgeport, CT 06604 www.bridgeport.edu

THE OPPORTUNITY

The **Associate Dean of Academic Affairs** reports to the Dean of the College of Naturopathic Medicine, and is responsible for the growth, maintenance and development of the academic program and faculty of the College. Essential functions of this position include academic leadership, guidance of students through the program and liaison responsibilities between the College, the Office of the Registrar and various other offices related to matters of student enrollment, grades, course scheduling and College operations.

Primary Responsibilities:

- Oversees the curriculum and assessment; identifies and makes recommendations of changes to the Dean, regarding best educational practices and in compliance with CNME standards
- Chairs Curriculum and Assessment
- Facilitates program curriculum review and development
- Facilitates development of program assessment
- Serves on the CCACO working group as a representative of UBCNM
- Advises and registers students
- Oversees students' grades, credits, standing, schedules, eligibilities, etc.
- Determines disciplinary action based on the student handbook (i.e., academic probation, professional conduct, dismissal letters)
- Organizes NPLEX reviews
- Oversees faculty. Develops faculty load report each term. Prepares and reviews adjunct faculty contracts. Observes faculty instruction in the classroom.
- Participates in the recruitment and selection processes of faculty and staff
- Other duties as assigned by program Dean

Position Qualifications:

- A professional or academic doctoral degree required, with an ND degree preferred
- Experience in naturopathic medicine and higher education is highly desirable
- Teaching experience at the professional college level is required
- Demonstrated leadership skills required
- Previous administrative experience preferred

Why consider the opportunity?

- **Growth.** You will play a major role in helping to drive the growth of the program through enhancement of curriculum, teaching, assessment, and student attention.
- **Naturopathic medicine is on the rise.** The principles and practices of naturopathic medicine are growing exponentially in the United States. The medicine of the future will be more oriented toward natural healthcare, as the county and individuals seek preventive, non-invasive and non-drug based therapies.
- **Collaboration opportunities.** UB's naturopathic program is unique because it exists within a larger comprehensive university community, thus offering resources that are unparalleled. Students from all health sciences disciplines are able to collaborate and share resources.
- **Exceptional clinical training.** The UB Clinics see 20,000 – 25,000 patients a year. The University recently remodeled the eight floor of the health sciences center that serves as home to the new Center for Naturopathic Medicine. This Center is the on-campus teaching clinic for the ND program and includes patient-examination/treatment rooms, labs, a smart classroom and conference room facilities.
- **Committed faculty and staff.** The faculty and staff in the College of Naturopathic Medicine and experienced, passionate professionals.

PROCEDURE FOR CANDIDACY

Confidential review of applications will begin immediately. Click the following link to apply and submit your CV/resume.

[Apply Now](#)

Or copy and paste the following link into your browser:

<http://summitsearchsolutions.catsone.com/careers/index.php?m=portal&a=apply&jobOrderID=4151305&portalID=5652>

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The University of Bridgeport provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, national origin, age, disability, genetic information, marital status or status as a covered veteran in accordance with applicable state and local laws governing nondiscrimination in employment.



[Summit Search Solutions, Inc.](#) is a boutique executive search firm with a team of experienced recruiting consultants in strategic locations across the country including New York, North Carolina, Michigan and California.



FAIRFIELD COUNTY, CONNECTICUT

The city meets the country in this sophisticated region of Connecticut. Located just 40 miles northeast of Manhattan, Connecticut's Coastal Fairfield County is a diverse region in southwestern Connecticut composed of three cities - Stamford, Norwalk and Bridgeport and their neighboring communities. Here the blend of city, coast and country come together for an authentic New England experience that is rich with early American and maritime history, exceptional waterfronts and vibrant culture.

Many residents enjoy living in beautiful communities such as the town of Trumbull which has been recognized as one of the best towns in America to live, work and play, by *Money Magazine*, *Relocate America*, and *Connecticut Magazine* due to the town's excellent schools, safe environment, conveniences and amenities.



Two major arteries connect the eastern and western regions of Fairfield County which are Interstate 95 (6-lane east-west highway) and the Merritt Parkway (4-lane east-west Parkway). Additional travel options are air, rail (Amtrak and Metro-North) as well as ferry.

There is something for every interest in or near Fairfield County. Check out antiquarian book shops, balloon rides, crafts, farmers markets, factory outlets, gardens, spas, outdoor recreation such as beaches, fishing and kayaking to hiking and ski slopes. Family favorites include amusement parks, animal farms and zoo, sleigh rides and a carousel museum, an 1868 lighthouse tour, a songbird sanctuary, an aquarium, boat rides, scenic hiking trails beside a river and even a legendary summer theater.

Enjoy the four distinct seasons, each with its special charm. Dogwood festivals in the spring, thirty miles of coastline and sandy beaches in the summer, vibrant fall colors in the autumn, and when it snows it transforms Fairfield County into a winter wonderland.

For additional information on Fairfield, Connecticut please click on the links to visit:

[Fairfield County, CT](#) • [Trumbull, CT](#) • [Visit Connecticut](#)