

Le Moyne College  
Syracuse, NY

Position Specifications  
Program Director  
Department of Occupational Therapy

December 2013

Prepared by:  
Summit Search Solutions, Inc.



**LE MOYNE**  
SPIRIT. INQUIRY. LEADERSHIP. *JESUIT.*

[www.lemoyne.edu](http://www.lemoyne.edu)

## THE INSTITUTION

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### Overview:

Le Moyne College is an independent college established by the Jesuits in 1946. Its mission is to provide students with a values-based, comprehensive academic program designed to foster intellectual excellence and preparation for a life of leadership and service. Under dynamic presidential leadership Le Moyne College is evolving into a nationally acclaimed college of liberal arts and sciences that draws students from across the U.S. and abroad.

Le Moyne is the second youngest of the 28 Jesuit colleges and universities in the United States and the first to open as a co-ed institution. In its sixth decade, the College strives to balance its 470-year-old religious and intellectual traditions with progressive education and training. The College serves approximately 2,800 undergraduate and 600 graduate students. Le Moyne has a culture that values creativity, innovation, service, and thoughtfulness. For the past 21 years, *U.S. News & World Report* has recognized Le Moyne's academic excellence and value by naming it one of "America's Best Colleges" among regional universities (those with a master's degree program) in the North. The College has also, for the past four years, been named by The Princeton Review as one of the best colleges in the northeast.

Le Moyne College has enjoyed remarkable success over the past several years. Strengthened by the largest gift in College history – a transformative \$50 million endowment that will fund research and academic initiatives in Computer Science, Management/Information Systems, Physics, and Religious Philosophy – as well as a \$7 million gift that launched the Madden School of Business earlier this year, Le Moyne continues to grow with the largest construction and renovation activity since its founding in 1946.

Currently Le Moyne College is establishing a Master's Degree program in Occupational Therapy which will enhance its already established health science programs including Physician Assistance Studies (MS) and Nursing (BS, MS and Post-Master's Certificate programs) as part of the School of Graduate and Professional Studies. To learn more, see: [www.lemoyne.edu](http://www.lemoyne.edu).

**Location:** Syracuse, NY

## THE OPPORTUNITY

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### The Position:

The inaugural **Program Director / Chairperson for the Department of Occupational Therapy** masters' program will develop and implement the initial plans and curriculum while reporting to the Dean of the School of Graduate and Professional Studies.

The Program Director will be responsible for preparing accreditation documents and guiding the program through candidacy, pre-program accreditation, and subsequent full accreditation activities. In addition, the Program Director will be engaged in the hiring process for faculty and staff with appropriate credentials and experience, as well as responsible for curriculum planning, evaluation and budgeting. The Program Director will also demonstrate leadership and communication skills and the ability to build collaborative relationships within the College in the community.

**Minimum Qualifications:**

- Possess a doctoral level degree from an accredited Occupational Therapy program (a doctorate in occupational therapy is not required).
- At least 3 years’ experience as an Occupational Therapy educator.
- Licensed or eligible for licensure in the State of New York as an Occupational Therapist.
- Preferred experience in program development and administration, including personnel management, evaluation and budgeting.

**Why Consider the Opportunity:**

- **Reputation and mission.** Le Moyne has a long-standing reputation as a values-based and mission aligned institution.
- **Impact.** You will be the founding leader and will develop, grow, and enhance the program.
- **Resources and support.** This program has the full support of Le Moyne’s faculty and leadership.

**PROCEDURE FOR CANDIDACY**

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Confidential review of applications will begin immediately and continue until the position is filled.

Click here to apply and submit your curriculum vitae/resume: [Apply Now](#)

Or copy and paste the following link into your browser:

<http://summitsearchsolutions.catsone.com/careers/index.php?m=portal&a=details&jobOrderID=3336124>

**For further information or nominations:**

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*Le Moyne College 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.*



[Summit Search Solutions, Inc.](#) is a boutique executive search firm dedicated to serving education, healthcare and non-profit communities nationwide. Summit offers organizations premier services with personalized service, impeccable process, and results that surpass client expectations. Summit employs passionate search professionals who know and believe in the organizations and talent we represent and are committed to placing the right candidate in the right job. Our focus is on presidents/chancellors; provosts; vice presidents; deans; chairs and directors of major service/academic units; as well as administration including institutional advancement, student affairs, finance, enrollment management, technology, and human resources. Our mission is to facilitate the placement of top talent for mission driven organizations. Based in Asheville, NC, Summit has a team of experienced recruiting consultants in strategic locations across the country including New York, North Carolina, Michigan, and California.

## SYRACUSE, NEW YORK

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Discover one of the greatest college towns in the northeast! From downtown hot spots to hiking trails, art galleries to sporting events, you'll find there is no shortage of things to do in and around Syracuse.

- In 2010 Forbes rated Syracuse 4th in the top 10 places to raise a family.
- Also in 2010, Syracuse Ranked 3rd Most Affordable Place to Buy a House in the US by [CNNMoney.com](http://CNNMoney.com).



The area offers a rich mix of year-round recreational opportunities. In Syracuse you may swim in the emerald waters

of Green Lakes State Park, bike along the old Erie Canal, golf at one of many courses, pick apples at Beak & Skiff Orchards, downhill ski at one of the many resorts within a half hour drive or snowshoe through the woodland trails of Highland Forest. And if spectator sports are more your speed, Le Moyne College boasts championship lacrosse, as well as baseball and soccer teams. Syracuse also offers other collegiate sporting opportunities and is home to a professional baseball team, the Chiefs and a hockey team, the Crunch.

For those interested in the arts, Syracuse offers an opera company and regional theater, along with numerous other opportunities to attend performances of comedy, puppetry and improvisation. Syracuse is also home to multiple museums, including the I.M. Pei-designed Everson Museum of Art.

The downtown business district of Syracuse – Armory Square – is also a must-see, featuring unique restaurants, pubs and boutiques. Additionally, Syracuse offers those with a sense of adventure a plethora of hidden gems in every part of the city – from the Irish Tipperary Hill to “Little Italy” on the north side to the bohemian village of Westcott Street.

*For additional information on Syracuse, please visit:*

[www.city-data.com/city/Syracuse-New-York](http://www.city-data.com/city/Syracuse-New-York)

[www.ongov.net](http://www.ongov.net)

[www.syracuse.com](http://www.syracuse.com)

[www.downtownsyracuse.com](http://www.downtownsyracuse.com)

