



UNIVERSITY
OF WYOMING

POSITION PROFILE
Founding Director
Physician Assistant Program
March 2024



This search is managed in partnership with Summit Search Solutions, Inc.



UNIVERSITY OF WYOMING

Nestled amid the beauty of two mountain ranges in southeastern Wyoming, you will find the nationally recognized teaching and research institution, the **University of Wyoming (UW)**. Established as a land-grant institution in 1886 when Wyoming was still a territory, UW has since grown to nearly 200 areas of study, drawing approximately 12,000 students from all 50 states and 83 countries. UW is known for its accomplished faculty and world-class facilities, its low student/faculty ratio, and quality undergraduate and graduate programs within its colleges of Agriculture, Life Sciences and Natural Resources, Arts & Sciences, Business, Education, Engineering & Physical Sciences, Health Sciences, Law, and the Honors College, as well as the School of Energy Resources, School of Computing, and the Haub School of Environment and Natural Resources. To learn more: <http://www.uwyo.edu>

Throughout its existence, UW has been the only four-year public university in the state of Wyoming, though it maintains close relationships with the state's eight community colleges. UW's global impact begins with innovative undergraduate and graduate research opportunities and extends through state and federal partnerships and recent initiatives such as the Wyoming Institute for Humanities Research, the School of Energy Resources, and the School of Computing. UW has played important roles in the lives of students, Wyoming residents, and communities for 137 years and has been:

- Recognized by *Forbes* in 2019 as "One of America's Best Value Colleges."
- Rated as a "Top 15 Outdoor Adventure College" by *Outside* magazine.

Furthermore, Wyoming ranked #4 in the *U.S. News and World Report's* "Best States for Higher Education".

The University community is working collaboratively to help the University reinforce and strengthen its reputation as it adapts to changing economic factors in the state and beyond. The University's strategic roadmap, "[Forward for Wyoming 2023+: A Strategic Plan for the University of Wyoming](#)," demonstrates that it is an exciting time to be a part of UW as the institution embarks on ambitious and impactful initiatives.

Location: Located in Laramie, Wyoming, a town with approximately 31,000 people, has a unique blend of sophistication and Western hospitality. UW not only provides an environment for success but also offers varied academic and lifestyle opportunities. Named the "#1 Small College Town in America" by *College Value Online*, Laramie boasts a low cost of living with no state income tax, incredible outdoor recreational opportunities, an eclectic downtown, and a great public school system.



ABOUT THE COLLEGE OF HEALTH SCIENCES

The College of Health Sciences (CHS) is the University of Wyoming's youngest and one of its largest colleges. The College offers degree programs in five divisions and schools: Nursing (BSN, MS, and DNP), Pharmacy (PharmD), Communication Disorders (BS and MS), Kinesiology and Health Promotion (BS and MS), and Social Work (BSW and MSW). Other degrees offered include an MS in Health Service Administration, as well as cooperative programs for Medical Laboratory Science (BS) and Dental Hygiene (BSDH). Faculty members also participate in inter-disciplinary doctoral programs including Biomedical Science, Neurosciences, and Molecular, Cellular Life Sciences. The Wyoming Institute for Disabilities (WIND) is part of the College. In addition, the College has two family medicine residency centers in Cheyenne and Casper, a federally qualified health center and a family medicine clinic and delivers the pre-clinical phase of medical education through a cooperative arrangement with the University of Washington School of Medicine (WWAMI). Among the College's assets are a strong tradition of interprofessional education, a research-active faculty committed to teaching excellence at all levels, and facilities that promote interdisciplinary education and research opportunities.

With more than 1,600 undergraduate, graduate and professional students, the College is dedicated to training the health and wellness workforce of Wyoming and conducting high-quality research and community engagement, with a particular focus on rural and frontier populations. Addressing a rapidly changing healthcare environment and the looming healthcare-provider crisis facing the state and nation, the CHS is committed to and works to achieve its mission of "promoting excellence in health and human services through university teaching, research, and service with special emphasis on rural populations." For more information about the CHS, please visit <http://www.uwyo.edu/hs/>.



THE OPPORTUNITY

Founding Director, Physician Assistant Program

The University of Wyoming seeks a dynamic, effective, and forward-thinking leader to serve as the Founding Director of its Physician Assistant Program. This opportunity is made possible by special state funding targeted at improving rural health care. The Director will exercise impactful leadership in preparing a new generation of healthcare professionals to support the PA workforce needs of Wyoming. The Director will work closely with a program development and accreditation consultant to develop the PA Program budget, staffing model, policies, website, admission processes, curriculum, student assessment plan, clinical site and preceptor recruitment plan, and Program self-study. The Director will take the lead in hiring the medical director and principal faculty for the Program.

Reporting to the Dean of the College of Health Sciences at UW, the Founding Director will be responsible for oversight and management of academic/curricular, pipeline, personnel, facility, operations, accreditation, and fiscal matters of the UW Physician Assistant Program.

RESPONSIBILITIES

- Provide effective leadership and management of the PA Program, including responsiveness to personnel issues, strong communication skills, and proactive problem solving.
- Supervise the medical director, principal faculty, instructional faculty, and staff within the PA Program.
- Program organization, administration, and fiscal management.
- Lead Program planning and development, along with the Program self-study process, including continuous review and analysis.
- Complete required accreditation documents and adhere to the *Standards* and ARC-PA policies.
- Develop, review, and revise as necessary the Program mission statement, goals, and competencies of the PA Program.
- Contribute to the admissions process for students, including recruitment, selection of applicants, and development of admissions processes.
- Collaborate in ongoing development of the Program, including design, implementation, coordination, and evaluation of the curriculum and Program.
- Provide student instruction by teaching in areas of expertise, including individual, lab, and team-teaching of courses.
- Evaluate student performance and progress toward achievement of Program competencies.
- Support the development and monitoring of clinical education sites for PA students.
- Steward stakeholder and partner relationships to foster philanthropic and other support for the PA program.
- Provide academic counseling to PA students.
- Ensure services are readily available to PA students, including remedial instruction, advising and access to University student support services.
- Organize and support effective PA Program meetings and committees including development of committee structure and responsibilities.
- Participate in institutional service.
- Represent the PA Program at the University and other organizational functions.
- Engage in community activities that promote the PA profession.
- Serve on state and national PA-related committees or taskforces as needed.

MINIMUM QUALIFICATIONS:

- A master's degree from an accredited institution.
- A graduate of an accredited Physician Assistant (PA) Program.
- Hold current or emeritus National Certification of Physician Assistants (NCCPA) certification status.
- At least three years of full-time experience in higher education at the time of appointment.
- Possess (or be eligible to obtain) a Wyoming Physician Assistant license.
- Experience commensurate for appointment at the rank of clinical associate/full professor.
- Experience working within interprofessional teams, including other Advanced Practice Providers.
- Demonstrated administrative experience to include fiscal/budget management, personnel management, and/or program planning.

PREFERRED QUALIFICATIONS:

- Minimum 3 years of clinical practice as a PA.
- Strong communication, problem-solving, and leadership skills.
- Previous experience with ARC-PA accreditation.
- Previous leadership and administrative experience.
- Experience fostering an inclusive learning and work environment.
- Experience with marketing, fundraising, and/or stewardship of stakeholder/partner relationships.
- Demonstrated understanding of the unique challenges and opportunities associated with Physician Assistant programs in rural locations.

WHY CONSIDER THE OPPORTUNITY

- **Dynamic University.** The University of Wyoming has energetic and visionary leadership that is moving the institution toward distinction, focused on increasing the level of both research activity and community engagement.
- **Competitive compensation package.** The State of Wyoming recognizes the significance this position plays in the long-term economic health of the state and its residents. Supported by both the University and private foundation funds, this role offers a competitive salary and a benefits package that includes a retirement benefit that features a state contribution of 14.94% of an employee's gross salary.
- **Land Grant Mission and Impact.** The Director will strengthen the position of the College of Health Sciences and the University of Wyoming in clinical professional education and will have positive impacts on rural health care and overcoming disparities of access to quality health care.
- **High-Performing College.** The College's people display positive morale and a passion for excellence. The faculty are collegial and collaborative. Strong enrollment, rooted in superior post-graduation career outcomes, highlights the excellence of the College of Health Sciences and its engaged students, faculty, and staff.
- **Location.** Laramie is a great place to live and work. Laramie boasts a low cost of living, low property taxes, and no personal state income tax. The area offers incredible outdoor recreational opportunities, an eclectic downtown area, and a great public school system.



PROCEDURE FOR CANDIDACY

The University of Wyoming, in consultation with Summit Search Solutions, Inc., will begin a confidential review of application materials immediately and continue until the position is filled; **parties who apply by April 28, 2024 will be given first consideration.** Required application materials include: a CV/resume that includes teaching/instruction experience, and a letter of application that addresses qualifications relevant to the position's minimum qualifications, responsibilities, and preferred qualifications. All applications and nominations will be held in confidence.

To apply online, go to: <https://theapplicantmanager.com/jobs?pos=su410>

For more information or to offer recommendations or nominations:

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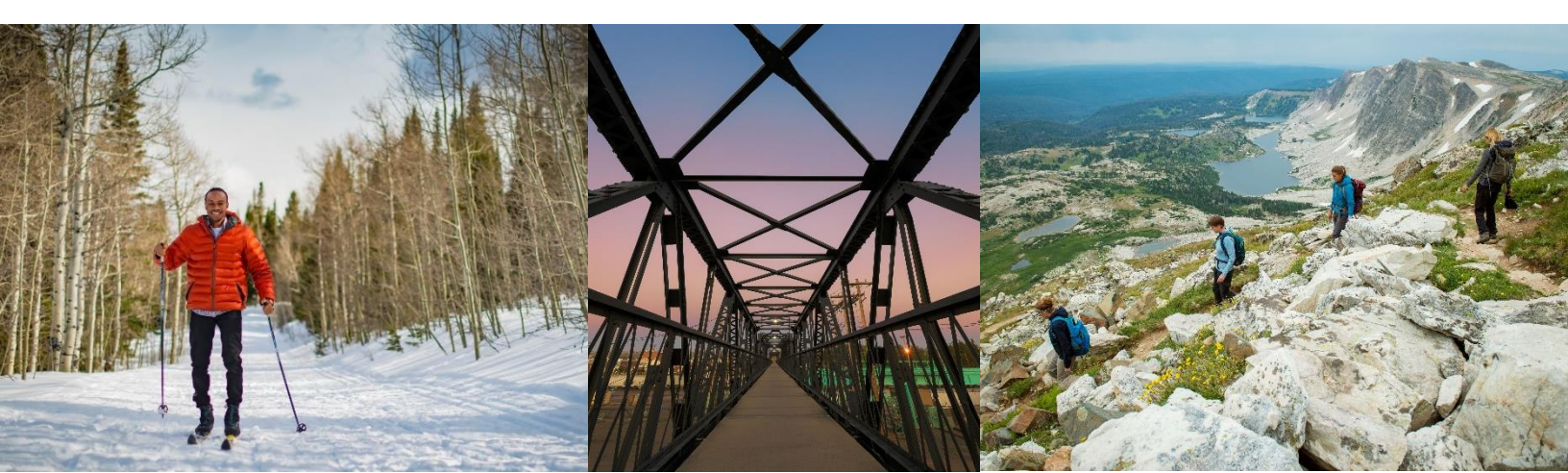
[Summit Search Solutions, Inc.](#) is a boutique executive search firm dedicated to serving the education and nonprofit sectors nationwide. Summit has a team of experienced recruiting consultants in strategic locations across the country including California, Kansas, Maryland, New York, and North Carolina.

Members of under-represented groups are encouraged to apply. The University's policy has been and will continue to be, one of nondiscrimination, offering equal opportunity to all employees and applicants for employment without regard to race, gender, religion, color, national origin, disability, age, protected veteran status, sexual orientation, gender identity, genetic information, creed, ancestry, political belief, pregnancy, or other status protected by state and federal statutes or University regulations. The University's nondiscrimination policy applies to all matters relating to its education programs and activities including recruiting, hiring, training, compensation, benefits, promotions, demotions, transfers, and all other terms and conditions of employment. To review the [EEO is the Law Poster](#) and its [Supplement](#), please see [The Diversity & Fairness page](#).

*Pursuant to Wyoming State law, W.S. 19-14-102, as amended, an honorably discharged veteran who has been a resident of the state of Wyoming for one (1) year or more at any time prior to the date when the veteran applies for employment, or any surviving spouse who was married to such veteran at the time of the veteran's death, who is receiving federal survivor benefits based on the veteran's military service and is applying for employment, shall receive an interview preference during the applicant screening process with the University of Wyoming. At the time of application, the applicant must possess the business capacity, competency, education or other qualifications required for the position. If disabilities do not materially interfere with performance of job duties, disabled veterans will be given preference over able-bodied veterans. **Appropriate documentation of veteran status must be provided at the time of application as outlined in the application process.** No preference will be given to a veteran currently employed by a public department.*

The University of Wyoming conducts background investigations for all final candidates being considered for employment. Offers of employment are contingent upon the completion of the background check.

Applicants with disabilities may request accommodation to complete the application and selection process. Please notify Human Resources at least three (3) working days prior to the date of need.



LARAMIE, WYOMING

Laramie is filled with hospitality, entertainment, and excitement while providing a neighborly atmosphere and warm small-town feel with a multitude of amenities and entertainment. The name “Wyoming” conjures up visions of the Old West as few others can. Laramie features a historic downtown, prairie and mountain vistas, rodeos, guest ranches, and more. Surrounded by the great outdoors, Laramie is also southeastern Wyoming’s center for arts events, with a lively music and theater scene, art exhibitions, festivals, and a variety of other entertainment. And don’t forget all the sports activities at the university and K-12 levels. In September 2023, *Outside* magazine named Laramie, Wyoming “The Most Affordable Mountain Town in the West,” referring to it as “the sweet spot where high adventure meets a low cost of living.”

Interesting Facts:

- Also known as the “Gem City of the Plains,” Laramie is located in the southeastern part of Wyoming approximately 45 miles from the state capital, Cheyenne, and 130 miles from Denver, Colorado.
- Laramie sits at 7,200 feet above sea level in the Laramie River Valley surrounded by the Medicine Bow National Forest, the Laramie Mountains, and the Snowy Range.
- Laramie has a 6% sales tax, but does not have a state income tax or state inheritance tax.
- Laramie offers a variety of outdoor adventures with more than 250 days of sunshine per year.
- The quality of life and amenities Laramie has to offer brings several types of industries to the area including technology companies and academia.



About 20 minutes east of Laramie, the Vedauwoo Recreation Area boasts some of the best rock-climbing in the country. You can photograph abundant wildlife, dramatic mountain scenes, and jumbled rock formations. And with more than a hundred mountain biking trails, the Laramie area provides a paradise for exploration on two wheels. Whether you prefer walking or hiking; camping or day trips; fishing or hunting; mountains, lakes, rivers, or trails – Laramie offers something for everyone. Families will find fun and exploration close to town, while backpackers and sportsmen can spend a week in the high country of the Medicine Bow Mountains. And as a winter snow enthusiast, you can escape the crowds by exploring the hills, forested glens, and rolling meadows of the Snowy Range from the back of a snowmobile or on downhill or cross-country skis. Laramie is one of Wyoming’s favorite playgrounds!

For more information on Laramie please visit:

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- Visit Laramie, <http://visitolaramie.org/>
 - Laramie Chamber Business Alliance, <http://laramie.org/>
 - Laramie Main Street <https://laramiemainstreet.org/>