

Associate Dean of Nursing

November 2023; Trent/Fleming School of Nursing

Reporting directly to the Dean of Trent/Fleming School of Nursing (TFSON), the Associate Dean of Nursing assumes a pivotal academic leadership role by facilitating communication and collaboration between the TFSON and diverse nursing associations and agencies across various levels—regional, provincial, and national. Additionally, the Associate Dean actively supports program and curriculum innovation, program quality assurance (e.g., cyclical reviews and accreditations), strategic planning, and sessional staffing recommendations, all while actively participating in student recruitment initiatives. Collaborative and collegial interactions form the foundation of their work, necessitating close cooperation with the Dean, fellow TFSON members, other departments, and administrative leaders at Fleming College and Trent University.

Key responsibilities include:

- **External Relations:** Representing TFSON leadership at nursing associations and agencies, such as the College of Nurse of Ontario (CNO), the Canadian Association of Schools of Nursing (CASN), and the Registered Nurses' Association of Ontario (RNAO).
- **Program Quality Assurance:** Supporting the quality appraisal of both new and existing programs aligning with the standards of the university, provincial regulations, and external accreditation bodies. The Associate Dean contributes to new program initiatives while supporting cyclical reviews and accreditations to ensure ongoing program enhancement and compliance.
- **Academic Leadership:** Collaborating with TFSON program coordinators, the Associate Dean guides sessional hiring recommendations, thereby contributing to the overall quality of the TFSON instructional team.
- **Committee Leadership:** Collaborating with entities like the Provost Office's Academic Integrity and the Centre for Teaching and Learning to reinforce academic standards. Contributing to university committees dedicated to program quality, such as the Cyclical Program Review Committee and Undergraduate Studies Committee.
- **Engagement and Representation:** Actively engaging in student recruitment and advancement initiatives, contributing to the elevation of the TFSON reputation through various events and activities.

In addition to administrative duties, the Associate Dean of Nursing maintains an annual teaching workload of 1.0 courses. Remaining active in teaching, research, and relevant service aligning with their faculty appointment is essential in adherence to the Trent University Faculty Association (TUFA) Collective Agreement.

Candidates must be a full-time (TUFA) faculty member of the TFSON, with preference given to members who hold a tenured faculty appointment. Ideal candidates will have leadership and administrative experience in academic planning, program development, cyclical reviews, and accreditations. Demonstrated ability to lead committees and working groups, build consensus, and manage workplans and deadlines will be key considerations in the selection process.

Applications, including a cover letter and current curriculum vitae, should be submitted by email to Dr. Hugo Lehmann, Dean, TFSON, at hugolehmann@trentu.ca. Review of applications will begin on **Monday, December 11th, 2023**.