Dean of Academics/Chief Academic Officer

THE CHRIST COLLEGE OF NURSING & HEALTH SCIENCES
Christ College of Nursing & Health Sciences invites applications from, and nominations for, dynamic and inspiring academic leaders for the position of Dean of Academics/Chief Academic Officer.

ABOUT CHRIST COLLEGE

The Christ College of Nursing and Health Sciences, affiliated with The Christ Hospital Health Network for over a century, is a regionally accredited, private institution of higher learning. Dedicated to delivering the highest quality healthcare education, TCCNHS graduates have the knowledge and skills they need to make a difference. We educate tomorrow’s healthcare leaders.

The Christ College of Nursing & Health Sciences was born from a tradition of caring. In 1888, a group of local citizens, led by soap maker James N. Gamble, invited Ms. Isabella Thoburn to Cincinnati. The expectation was that Ms. Thoburn would start a program to train deaconesses and missionaries to carry on religious, educational, and philanthropic work. Ms. Thoburn arrived in 1889 and found that the Gamble family had provided a house and funds to begin her work. The endeavor was named The Elizabeth Gamble Deaconess Home Association in honor of Mrs. James Gamble, who had dedicated her life to Cincinnati’s needy. On one storied day, Ms. Thoburn found a sick woman crying on the street because she had cancer and could not get medical care; the deaconesses’ plan expanded at that time to include a ten-bed hospital named Christ’s Hospital. Between 1889 and 1901, the Association trained only deaconesses as nurses, but they soon recognized the need for enrolling other qualified young women. This paved the way for the formation of The Christ Hospital School of Nursing in 1902.

Over 115 years, The Christ Hospital School of Nursing grew in size and sophistication to meet the changing health care needs in the greater Cincinnati and tri-state region, graduating over 7,000 registered nurses. In 2006, The School transitioned into The Christ College of Nursing and Health Sciences. In its journey to Learn, Grow and Become, The Christ College continues to pursue
excellence in health care education, a pursuit that has been at the core of the institution’s mission and history and is aptly stated in its unchanging motto - *Summo Commissio Missi, On Highest Mission Sent.*

**Degrees Offered:**
- Associate of Applied Science in Medical Assisting
- Associate of Science in General Studies
- Bachelor of Science Degree in Nursing
- Bachelor of Science Degree in Health Care Administration
- RN-BSN Degree Completion

**Mission:** The Christ College of Nursing and Health Sciences, guided by its core values and enriched by a foundation in the Arts and Sciences, prepares individuals both for delivery of healthcare that promotes the well-being of a dynamic society and for life-long learning.

**Vision:** The Christ College of Nursing and Health Sciences will be an innovative institution of higher learning providing a distinctive curriculum in nursing and health sciences.

**Core Values:**
- **Caring:** to have respect for every human being and concern for the preservation of human dignity; to accept the diversity of culture and origins characterizing the global community.
- **Collaboration:** to work cooperatively; to achieve common goals.
- **Integrity:** to be honest, fair, trustworthy, and genuine; to conduct oneself ethically, legally, and professionally.
- **Excellence:** to function at the highest level of performance; to demonstrate commitment to quality outcomes and continuous improvement through evidence-based practice.

**Goals:** To make its vision a reality and to accomplish its mission The Christ College of Nursing and Health Sciences promises to:
- Provide a collaborative learning environment that addresses the individual needs of a diverse student population.
- Integrate knowledge from the Arts and Sciences and discipline-specific studies to establish a foundation for life-long learning.
- Employ faculty who demonstrate excellence in education through quality instruction, community service, and scholarly endeavors.
- Provide an educational experience grounded in the institution’s core values that prepares graduates to participate responsibly in a dynamic, diverse society.
- Provide curricular offerings relevant to current market demands and healthcare needs.
- Ensure academic excellence through on-going assessment and evaluation.
COLLEGE LEADERSHIP

Dr. Gail Kist-Kline
President

Before accepting the position of President of The Christ College of Nursing and Health Sciences, Dr. Kist-Kline spent over three decades as an educator in Ohio. She has had titles such as teacher, faculty member, and administrator at Miami University. Adding to this list, Dr. Kist-Kline was the Assistant Principal in the Lakota Local Schools, Principal at St. Joseph Consolidated School and Princeton City Schools, Curriculum Coordinator at Princeton City Schools, Assistant Superintendent and Superintendent of Wyoming City Schools, and most recently, the Superintendent of Mason City Schools (the largest high school in Ohio).

Dr. Kist-Kline is currently the Immediate Past President of the Miami University (Oxford) Alumni Association, and has served her alma mater in a variety of capacities for many years. She served on the Board of The Christ College of Nursing and Health Sciences from 2012-2017, is a current member of Grant Us Hope Board (a non-profit focused on reducing teen suicide), a 2018 DePaul Christo Rey Board member, and a graduate of Leadership Cincinnati Class 36.

Dr. Kist-Kline earned her Ph.D. in Educational Leadership, Master of Science degree in Health Enhancement and Exercise Science, and Bachelor of Science degree in Kinesiology, all from Miami University.

THE DEAN OF ACADEMICS/CHIEF ACADEMIC OFFICER

The Dean of Academics/Chief Academic Officer reports directly to the President. She or he assumes authority and responsibility as delegated by the President and the Board of Directors to fulfill the mission of the College by leading and managing all academic units of the College. Reporting directory to the Dean of Academics/Chief Academic Officer is the Associate Dean of Arts & Sciences, the Associate Dean of Nursing and an Administrative Assistant.

The Dean of Academics/Chief Academic Officer, ensures high standards of academic quality; maintains a well-credentialed faculty committed to excellence in instruction; oversees program curriculums, leads and executes on accreditation, approval and authorization activities; manages the strategic direction of all academic units; creates and manages budgets with a focus on strong fiscal discipline; and maintains alignment of all academic initiatives with the institution’s strategic plan.
DUTIES & RESPONSIBILITIES

Academic Affairs Leadership

• Provides academic leadership, guidance, and oversight to academic leaders and faculty of the College.
• Initiates and, as appropriate, collaborates in the development and administration of academic programs, curricula, policies and procedures.
• Insures that practices are consistent with the mission, vision, values, and goals of the College and the College’s Code of Regulations.
• Develops processes to assure for the provision of well-qualified/credentialed faculty and staff.
• Assures that an effective orientation process is implemented for new hires/appointees.
• Ensures that processes guiding the provision of quality education are appropriately implemented and evaluated.
• Assures processes are in place to identify and provide for faculty/staff professional development and scholarly outcomes.
• Participates in, or assigns a designee to participate in, committees/meetings of the member organization as appropriate.
• Prepares and/or presents reports to The Christ College Board of Directors, as directed by and in collaboration with the President.
• Ensures regular meetings of the faculty to facilitate communication and faculty participation in planning, implementing, and evaluating the curriculum.
• Maintains communication with College Leadership Team, faculty, students, clinical agencies, and accrediting agencies.
• Facilitates faculty development, including enhancing educational competencies
• Recommends faculty for appointment, promotion, and termination.
• Ensures a written policy related to the evaluation of faculty and preceptors is implemented.
• Assumes active role in regional, professional and other accreditation activities as appropriate.
• Works collaboratively with leadership to ensure alignment of the Division with institutional effectiveness and assessment, in addition to matters of federal compliance.
• Provides leadership on and is involved in institutional and divisional assessment initiatives, as appropriate.
• Ensures all programs have approval to operate within the state of Ohio and any other state in which the College seeks to expand its educational enterprise; and
• Other role-related responsibilities as required or directed.
Financial Leadership
- Delivers strong area financial performance throughout each fiscal year;
- Maintains resources, including but not limited to classroom and skills laboratory equipment and supplies necessary for student to successfully complete academic programs;
- Prioritizes utilization of funding for academic units that aligns with the mission and strategic vision of the institution;
- Engages in revenue enhancement through judicious fund management, participation in strategic development initiatives, and tuition generation; and
- Prepares the annual operating and capital budgets for academic units with input from Associate Deans and faculty.

Strategic Leadership
- Works with the College administrative team to identify new program options based on mission, market, and capacity.
- Determines institutional priorities for academic program development and engages departments throughout campus to develop attainable goals for new academic programs.
- Collaborates on and/or leads efforts dedicated to implementation of strategic plan;
- Facilitates communication within department and external department constituents on strategic matters related to academic programs.

Financial Impact & Responsibilities
- Develops/administers an annual operating budget of approximately $4.0+ M;
- Develops and submits annual capital budget to President for College Board for approval;
- Monitors productivity and cost-effectiveness and develops strategies for improvement; and
- Pursues potential for revenue enhancements and expense reduction.

REQUIRED SKILLS & KNOWLEDGE
- Doctorate from a regionally accredited institution of higher learning;
- Minimum of 5 years of faculty experience and 2 years of administrative experience;
- Knowledge of higher education best practices;
- Strong background in and/or knowledge of academic processes;
- Knowledge of healthcare institutions, finance, and complex systems;
- Demonstrated track record in strategic planning and revenue enhancement;
- Experience with accreditation agencies and state regulatory agencies; and
- Ability to translate academic and business processes within the academic milieu.
NOMINATION & APPLICATION PROCESS

EFL Associates (https://eflassociates.cbiz.com), an executive search firm, is assisting The Christ College of Nursing & Health Sciences with its search for this important leadership position. All calls and inquiries should be made through the search firm. Nominations and applications will be held in strict confidence and candidates will remain confidential until the final stage of the search, at which time the express permission of finalists will be obtained before making their candidacy public.

Applications should include:

- A letter of introduction outlining the applicant’s background, and qualifications for the position. (*This letter should specifically address the leadership attributes and professional competencies for this position.*)
- Curriculum vitae/résumé.
- Contact information (*e-mail addresses are required*) for five professional references, at least one of which is a person who has reported directly to you, a second who is a colleague, and a third who is an individual to whom the applicant has reported directly. Please note that references will not be contacted until further in the search process with prior approval by the applicant.

Please note:

- All candidate materials should be submitted electronically as PDF documents through the following website: [http://eflassociates.peopleadmin.com/postings/1271](http://eflassociates.peopleadmin.com/postings/1271)
- Application deadline is November 10, 2019.

Nominations & Confidential Inquiries can be directed to:

**Steve Waldron, JD**
Managing Director, Higher Education Practice
816-945-5423 (direct)
Email: swaldron@eflassociates.com

Nominations & Application Questions can be directed to:

**Ms. Angela Lilje**
Project Manager, Higher Education Practice
816-945-5410 (direct)
Email: alilje@eflassociates.com