



# **Associate Dean of the Margaret D. Sovie School of Nursing**



## MISSION

SUNY Canton is dedicated to providing a progression of accessible, affordable, high-quality applied programs that enable students in the North Country, New York State, and beyond to achieve their highest potential both personally and professionally.

The College was originally chartered in 1906 as the first postsecondary, two-year college in New York. In 1987, the State University of New York's Board of Trustees authorized the college's present designation as State University of New York College of Technology at Canton, more commonly known as SUNY Canton.

The College is located in Canton, a village in the St. Lawrence River valley of northern New York, known as "The North Country." Located 20 miles from the St. Lawrence River and the Adirondack Park, and 70 miles from the Canadian capital city of Ottawa, Ontario. The College is comprised of 555 acres located in a scenic, semi-rural setting bordering the Grasse River and within walking distance of downtown Canton. It is a place rich with history and full of opportunities for outdoor recreation and cultural opportunities. SUNY Canton is a member of the Associated Colleges, a consortium of four colleges in the Canton area that enrich the local community.

With enrollment of 2,900 students, SUNY Canton offers bachelor's degrees, associate degrees, and certificate programs in such areas as liberal arts, engineering technology, business, public service and health. The School Nursing offers three degree programs and one certificate program which include a Bachelor of Science in Nursing (B.S.), Nursing Dual Degree-A.A.S./B.S., Associate in Applied Science (A.A.S.) prelicensure RN program, and a prelicensure certificate program in practical nursing. All programs are accredited by the Accreditation Commission for Education in Nursing (ACEN).



## Associate Dean of the Margaret D. Sovie School of Nursing

*The State University of New York at Canton (SUNY Canton) is seeking nominations and applications for an Associate Dean of the Margaret D. Sovie School of Nursing.*

Under the direction of the Dean of the School of Science, Health and Criminal Justice, the Associate Dean of Nursing is responsible for providing leadership to the school's nursing programs, assisting team leaders and faculty in achieving student learning outcomes, assessment, curriculum, and other matters as assigned in accordance with the mission, core values, and purposes of the University and nursing programs.

### Essential Functions and Responsibilities

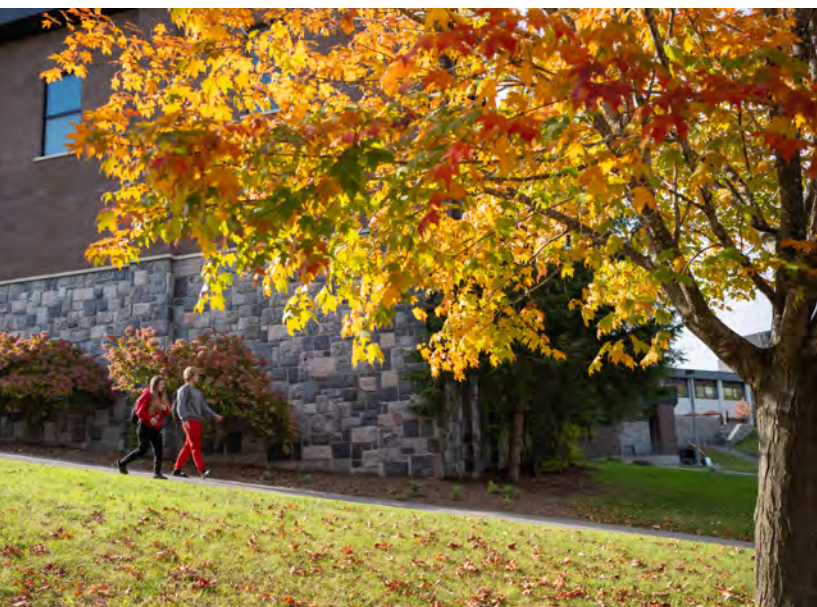
- Serves as the primary manager of all nursing programs and works with the faculty and staff to administer them.
- Maintains compliance with accreditation and legal standards of the NYSED (New York State Education Department) Office of Professions - Nursing, the Accreditation Commission for Education in Nursing (ACEN) and other accrediting agencies.
- Utilizes outcome data to monitor systematic plans of evaluation and changes in curriculum for all nursing programs.
- Develops and implements ongoing planning for the improvement of clinical agency relations and provides guidance to program faculty regarding clinical placements.
- Demonstrates commitment to the mission of SUNY Canton and mission and vision for each nursing program.





### **Administration**

- Provides oversight of all nursing programs and faculty.
- Prepares and administers faculty evaluations and makes recommendations to the Dean.
- Prepares and submits reports, surveys, and evaluation reports for regulating agencies, NYS (New York State) Office of Professions, ACEN accreditation visits and self-studies.
- Provides effective communication to program stakeholders including faculty, students, the College, clinical affiliates, and the community at-large.
- Participates and collaborates in retention, promotion, and development of all nursing program staff and faculty.
- Fosters cooperation and a team approach across all programs.
- Recruits and mentors new faculty and assists the Dean in the selection of qualified faculty and staff.
- Assists the Dean in the annual budget-planning process for the nursing programs, prepares nursing department budgets, monitors nursing program budgets, and approves purchasing requests.
- Assists the Dean in pursuing grants and external funding sources for the School of Nursing.
- Serves on campus-wide committees, conducts advisory board meetings, and participates in professional meetings external to the college to advance the nursing programs.





## QUALIFICATIONS

- A doctorate in nursing (Ph.D., Ed.D. in the discipline of nursing, or DNP).
- Hold an unencumbered NYS nurse license at the time of employment.
- Have two or more years of teaching experience in the post-secondary environment.
- At least five or more years of professional experience in clinical nursing, nursing administration or nursing education.
- At least three years of documented successful experience related to teaching adults, teaching methodology, curriculum development, and curriculum evaluation.
- Proven record of achievement in meeting accreditation requirements, NCLEX benchmarks, and overall program outcomes.
- Must possess the following skills and attributes: strong skills in instructional methods, knowledge of concept curriculum design and evaluation; knowledge of simulation education and integration of simulation in prelicensure nursing programs.
- Have management and leadership skills; organizational and research skills; and strong interpersonal and communication skills.





*SUNY Canton is an Affirmative Action, Equal Opportunity Employer building a culturally diverse and pluralistic community of faculty, staff and students. We strongly encourage applications from minority and women candidates.*

*Pursuant to University policy, the University is committed to fostering a diverse community of outstanding faculty, staff, and students, as well as ensuring equal educational opportunity, employment, and access to services, programs, and activities, without regard to an individual's race, color, national origin, religion, creed, age, disability, sex, gender identity, sexual orientation, familial status, pregnancy, predisposing genetic characteristics, military status, domestic violence victim status, or criminal conviction. Employees, students, applicants or other members of the University community (including but not limited to vendors, visitors, and guests) may not be subjected to harassment that is prohibited by law, or treated adversely or retaliated against based upon a protected characteristic.*

*Pursuant to Executive Order 161, no State entity, as defined by the Executive Order, is permitted to ask, or mandate, in any form, that an applicant for employment provide his or her current compensation, or any prior compensation history, until such time as the applicant is extended a conditional offer of employment with compensation. If such information has been requested from you before such time, please contact the Governor's Office of Employee Relations at (518) 474-6988 or via email at [info@goer.ny.gov](mailto:info@goer.ny.gov).*

## APPLICATION PROCESS

SUNY Canton is being assisted by the partners of Hyatt-Fennell

**Hyatt • Fennell**  
Executive Search

Applications and nominations should be submitted electronically to:  
[Canton@hyatt-fennell.com](mailto:Canton@hyatt-fennell.com)

Applications include a cover letter, current CV or resume and contact information for five professional references

Nominations should include name of nominee and current contact information

For additional information contact Cheryl Hyatt – [chyatt@hyatt-fennell.com](mailto:chyatt@hyatt-fennell.com)  
or  
Lynn Rudisill – [lrudisill@hyatt-fennell.com](mailto:lrudisill@hyatt-fennell.com)

Applications will be reviewed as they are received and the position will remain open until filled.

All applications and nominations are considered highly confidential.

