



**WESTERN KENTUCKY UNIVERSITY
SUZANNE VITALE CLINICAL EDUCATIONAL COMPLEX
COMMUNITY/UNIVERSITY PARTNERSHIP**

EXECUTIVE DIRECTOR

Western Kentucky University seeks to fill the position of Executive Director of the Suzanne Vitale Clinical Education Complex. This is a twelve-month position and reports to the Office of the Provost and Vice President for Academic Affairs. The anticipated start date is January 1, 2013.

The Clinical Education Complex (CEC) is a community/university partnership that helps individuals and families with disabilities realize dignity, independence, and productivity by providing services through six complementary programs: Acquired Brain Injury Resource Program, Communication Disorders Clinic, Renshaw Early Childhood Center; Family Counseling Clinic, Family Resources Program, and the Kelly Autism Program.

The CEC prepares undergraduate and graduate students through experiential learning opportunities, and engages in best-practices to enhance education and service to its constituents. The CEC aspires to become a nationally recognized model for teaching, service, and research in order to provide appropriate developmental, educational, and social opportunities that improve the quality of life for individuals and families in the community. More information about the CEC is available at <http://www.wku.edu/wkucec>

Primary Duties and Responsibilities:

The following duties are customary for this position, but are not to be construed as all-inclusive. Duties may be added, deleted and assigned based on management discretion and institutional needs.

- Provides primary oversight, strategic direction, and fiscal management for the CEC and its activities
- Advances the mission of the CEC, to include expanding its base of clinical services and external funding support
- Represents the CEC to internal and external stakeholders and partners
- Serves as a liaison between the CEC and the Division of Academic Affairs
- Collaborates with academic units to enhance the range and quality of teaching, research, and service opportunities available through the CEC
- Works with CEC Board of Directors in planning and implementing priorities
- Oversees the work of staff and students in or on behalf of the CEC, to include primary responsibility of performance of CEC staff
- Maintains/enhances the engagement and partnership with community that characterizes the CEC

Required Qualifications:

- An earned doctorate and documented record of achievement in a relevant discipline that merits appointment to an upper-level administrative position
- Experience in advancing evidenced practice, supervision of programmatic staff, and working on interdisciplinary research projects including success in garnering external funding

- Capacity for sound fiscal management, including compliance with relevant laws, regulation and guidelines
- Ability to articulate and implement a strategic agenda for and interdisciplinary and community-based partnership organization like the CEC
- Demonstrated strength in participatory management, collegial decision-making, effective communication, and consensus building among diverse stakeholders
- Ability to effectively represent the vision, mission, and success of the CEC to external stakeholders and the public
- Familiarity with role of interdisciplinary teams in clinical settings

The ideal candidate will hold academic qualifications and credentials appropriate to appointment to the WKU faculty. Accompanying faculty rank and associated responsibilities are negotiable, depending on the successful candidate's qualifications and interests relative to institutional needs. Salary is commensurate with education and experience.

Applications for employment will be **accepted electronically only**. Interested candidates must submit a letter of interest, current curriculum vita, statement outlining qualifications and past experience relevant to position responsibilities, and names, addresses and daytime phone numbers of three professional references using the online application process. Please refer to the following website to apply: <http://asaweb.wku.edu/wkujobs>. For further assistance call (270) 745-5934. Please reference requisition number **S3392**. For full consideration, submit application materials by **October 1, 2012**. Position will remain open until filled.

Western Kentucky University does not discriminate on the basis of race, color, national origin, sex, sexual orientation, disability, age, religion, or marital status in admission to career and technical education programs and/or activities, or employment practices in accordance with Title VI and VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Revised 1992, and the Americans with Disabilities Act of 1990.

Persons with disabilities, who need reasonable accommodations to participate in the application and/or selection process, should notify The Office of Equal Opportunity/Affirmative Action/University ADA Services at (270) 745- 5121, a minimum of five working days in advance.