JOHNS HOPKINS SCHOOL OF NURSING

Director of Global Public Health and Community Health

The Director of Global Public Health and Community Health in the Johns Hopkins School of Nursing Programs serves as leader of Global Public Health and Community Health content integration across all degree programs and combined degrees with a focus on public health in the MSN, DNP and PhD degrees in collaboration with the relevant Directors of the MSN, DNP and PhD Degree Programs. The Director of Global Public Health and Community Health is appointed by the Dean and reports to the Executive Vice Dean. In addition to working collaboratively with the degree program directors, this director also works collaboratively with the Associate Dean for Teaching and Learning, the Associate Dean for Faculty Development, the Associate Dean for Enrollment Management and Student Affairs, and members of the SON Admissions, Curriculum and Progressions Committees to continually evaluate, improve and deliver courses and programs with innovative and high quality graduate education methods consistent with the mission, values and strategic goals of the SON, University and profession. This Director is responsible for leading the assessment of the global public health and community health content across all degree programs and the coursework and curricula for combined degrees focused on public health in collaboration with the relevant degree program directors and the Associate Dean for Teaching and Learning, the Associate Dean for Faculty Development and the Executive Vice Dean.

Program Director Term
The Director of the Global Public Health and Community Health generally serves a three-year term which may be extended to a second term if mutually agreeable to the director and the dean.

Major Responsibilities

Program Leadership

In collaboration with the Degree Program Directors:
- Leads the integration of global public health and community health content across degree programs and the quality of curricula in combined degree programs with a focus on public health.
- Ensures that elements of the curricula in the combined degree programs with a focus on public health are in place to meet accreditation and licensure/credentialing requirements.
- Considers faculty costs and tuition revenues when determining plans of study, which courses are to be offered each semester and the mode of delivery
- Leads the development of program goals and ongoing monitoring of the program
- Develops appropriate program learning outcomes in collaboration with faculty and consideration for accreditation and certification requirements.
- Works with faculty to ensure alignment of teaching and learning outcomes.
- Develops annual program report and other reports as required
- Collaborates with other leaders in Academic Affairs in preparing regulatory and credentialing reports
- Creates an inclusive climate in which faculty are motivated to achieve excellence in teaching
Develops annual faculty teaching assignments to teach in public health courses and combined degree programs.

After all full time faculty have been assigned at full effort, identifies appropriately credentialed part-time faculty to be hired with the approval of the Executive Vice Dean.

Provides oversight in the development, ongoing evaluation and implementation of program policies and procedures.

In consultation with the Academic Affairs leadership, ensures sustainability of the program strategically, financially and with regard to ongoing high quality learning outcomes.

Participates in school and university committees.

Works with appropriate Academic Program Administrator on issues such as documents relevant to public health coursework, track and degrees to be placed on the agenda of faculty assembly standing committees.

Provides input into classroom and clinical scheduling and room allocation.

Ensures that assessment processes are valid, reliable, fair, objective, consistent and conducted in a timely manner as part of the moderation processes.

Provide oversight of exam scripts.

Teaching / Learning

In consultation with other responsible stakeholders demonstrates a vision for public health coursework, tracks and degrees, engaging faculty in its development and evolution.

Achieves strategic outcomes including graduate attributes, graduate employment, student satisfaction, online delivery and globalization.

In consultation with the Academic Affairs leadership and faculty, ensures the relevance and currency of the program.

In consultation with the Associate Dean for Teaching and Learning, assist in ensuring compliance with standards of teaching and learning.

Collaborates with Executive Vice Dean and other Program Directors when making teaching assignments for the year to ensure coverage for all courses in the program considering the teaching requests from individual faculty members and faculty expertise needed to meet the teaching needs of the program.

Orients full-time and part-time faculty to the courses, tracks and degrees in public health.

Leads or contributes to, program-related quality assurance processes such as peer review of teaching and assessment.

Evaluates the teaching performance of full-time and part-time faculty teaching in the program, with particular focus on the quality of any part-time faculty.

Mentors full-time and part-time faculty as appropriate.

Assists faculty in developing and implementing initiatives that encourage and foster innovation.

Collaborates with Associate Deans, especially the Associate Dean for Faculty Development as needed on faculty performance issues within the program.

Collaborates with the Associate Dean for Teaching and Learning in identifying faculty development needs related to teaching and learning.

Student Recruitment and Retention

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• Collaborates with Admissions Team to recruit a high quality and diverse pool of applicants to the public health tracks and programs
• Represents the public health tracks and programs at all recruitment, orientation, graduation and other special events
• Implement systems to track key program quality indicators such as time to degree, fail, withdrawal, and drop-out rates, etc.
• Addresses student issues and concerns
• Works with faculty, SON Disabilities Services Coordinator and the University Office of Institutional Equity to ensure the provision of reasonable accommodations for students with a disability in the public health courses, tracks, degrees
• In consultation with faculty and appropriate staff, refers students to internal and/or external support services as required.
• Monitors enrollment, retention and progression of students in the program and uses data to recommend changes in program curricula, resources, policy, and practice to increase student success and retention

Fiscal
• Works with the Executive Vice Dean to develop the annual program budget submitted to the Dean’s Office for approval.
• Identifies, interviews and prepares contracts for part-time faculty to meet the teaching needs of the program as approved by the Executive Vice Dean.
• Monitors and controls program expenses within the final approved annual budget.
• Facilitates the acquisition of resources needed for faculty and students through development of program budget and grant writing
• Maximizes resources in accord with sound fiscal principles
• Provides strategic leadership for planning, management and evaluation of the public health course, tracks and programs and resources in collaboration with the Executive Vice Dean, other Program Directors, Graduate Program Committees, and Faculty Assembly to determine which new tracks/programs are a match for the SON mission and strategic plan and should be recommended for approval by the Dean and Academic Council
• Collaborates with the Executive Vice Dean, Graduate Curriculum Committee and Faculty Assembly to identify which existing tracks/programs are not financially sustainable and should be recommended for discontinuation by the Dean and Academic Council.

Outreach
• Solicits feedback from program faculty and other stakeholders in relation to program coordination process/outcomes and program design.
• Maintains data related to interactions with stakeholders, including employers, industry contacts, professional associations, accreditation bodies, graduates, alumni and others in the wider community.
• Fosters partnerships and relationships with key stakeholders and communities (within the state, nationally and internationally) to strengthen and support the ongoing development of the program.
• Engages with local, regional, national and international colleagues for educational, practice, research and service collaboration.
• Serves as a liaison between the program and communities of interest (e.g. clinical partners, preceptors, etc)
• Works with JHSON Marketing and Communications to ensure that communications activities are strategically aligned and appropriate for specific purpose.

Qualifications of Program Directors
The Director of Global Public Health and Community Health programs must have a master’s degree in nursing or related field and earned doctorate. The program director should be a ranked faculty member (Assistant, Associate or Full Professor) with demonstrated global leadership experience in public health or community health.

The program director will have demonstrated skills in:

• development of solutions that combine information and ideas in new and innovative ways
• strategic thinking and planning
• project planning, management and evaluation
• negotiation
• independent thinking and action
• financial management
• decision making and action with moral and academic integrity