



St. John's College VACANCIES



Applications are invited to fill the following positions:

University (Full-time):

Director of the SJC School of Nursing

Job Description:

The Director of the SJC School of Nursing is a critical leadership position, in coordination with the divisional administrators, and reporting directly to the Dean, responsible for overseeing and advancing the academic, administrative, and strategic functions of the nursing program at the college level. This role requires a visionary leader with a deep understanding of nursing education, research, and practice, as well as the ability to foster collaboration, innovation, and excellence within the college.

Responsibilities:

- Develop and implement a strategic vision for the School of Nursing aligned with college goals.
- Foster excellence, innovation, and collaboration among faculty, staff, and students.
- Identify trends in nursing education and develop strategies to address them.
- Ensure high-quality, evidence-based nursing programs that meet licensure standards.
- Promote curriculum development reflecting best practices and evolving healthcare needs.
- Encourage interdisciplinary collaboration and interprofessional education.
- Teach core courses and coordinate student advising as needed.
- Support research initiatives, secure funding, and promote research dissemination.
- Oversee daily operations, budgeting, and resource management.
- Ensure compliance with college policies and administrative standards.
- Promote an inclusive environment focused on equity and diversity.
- Cultivate relationships with external healthcare organizations and professional bodies.
- Coordinate clinical placements and internships to enhance student learning.
- Represent the School of Nursing at meetings and events.

Qualifications/Requirements:

- Minimum of a Master's Degree in Nurse Education or a related field.
- A valid nursing license and eligibility for registration as a nurse in Belize.
- Significant academic experience, including teaching, research, and leadership roles in nursing education.
- Demonstrated administrative and management skills, including budgeting, resource allocation, and supervision.
- Knowledge of licensure standards, regulatory requirements, and best practices in nursing education.
- Strong interpersonal, communication, and collaboration skills.

Remuneration: In accordance with the pay scale approved by the College.

Successful applicants will be expected to participate in orientation programmes and in SJC's continuous formation in accordance with the mission and the goals of the college and the Catholic, Jesuit education.

Applications are due **Monday, January 27, 2025**.

Applications are available at the Human Resource Office or online at www.sjc.edu.bz.

Please submit the completed St. John's College application for employment along with a cover letter, resume, official sealed transcript, a certified copy of your highest degree, medical and drug test, MOE medical form (required for the junior college lecturer position only), police record, two (2) recent completed reference forms or recommendation letters, a certified copy of your birth certificate or passport page, and a certified copy of your Social Security card to:

Human Resources | St. John's College | P.O. Box 548 | Belize City, Belize, C.A. | E-mail: hr@sjc.edu.bz