Dean of the Southern California College of Optometry

Candidate Packet

MARSHALL B. KETCHUM UNIVERSITY
Southern California College of Optometry

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ketchum.edu

Marshall B.
KETCHUM UNIVERSITY
Southern California College of Optometry




UNIVERSITY
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KETCHUM HEALTH
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Welcome

WELCOME TO MARSHALL B. KETCHUM UNIVERSITY

Marshall B. Ketchum University is proud to announce a significant opportunity for an individual who is passionate about educating and transforming lives through health care and optometry as the Dean of the Southern California College of Optometry at Marshall B. Ketchum University, an institution that has graduated thousands of students over more than 120 years.

Come be a part of our history in preparing tomorrow's leaders in the future of health care.

SEE YOURSELF HERE

Located on a beautiful, seven-acre campus in Fullerton, California, MBKU is an independent, private, non-profit, accredited educational institution. MBKU is home to the Southern California College of Optometry, the School of PA Studies, College of Pharmacy and the Doctor of Medical Science Program. MBKU owns and operates three Ketchum Health centers: a vision center and a PA medical clinic in Orange County, and a vision center in Los Angeles.

A TRADITION OF EXCELLENCE SINCE 1904

In 1904, Marshall B. Ketchum, MD, opened the Los Angeles School of Ophthalmology and Optometry in Los Angeles. Dr. Ketchum was a visionary entrepreneur and prominent leader in the optometric profession. He made very significant and long-standing contributions in his field of care, in California and throughout the nation.

In the early '70s, the College moved to its current home in Fullerton, CA and was renamed Southern California College of Optometry. But even the pioneering Dr. Ketchum could not have envisioned his school would grow to become Marshall B. Ketchum University, an independent, private, non-profit, accredited educational institution encompassing multiple disciplines.

BE AT THE FOREFRONT OF HEALTH CARE EDUCATION

Marshall B. Ketchum University offers career opportunities that will put you at the forefront of health care education. You will be provided with learning and advancement opportunities, as well as a culture that recognizes the importance of fun, employee appreciation and a work-life balance.

The mission of Marshall B. Ketchum University is to educate caring, inspired health care professionals who are leaders prepared to deliver collaborative, patient-centric health care in an interprofessional environment. By joining our family, you can help us reimagine the future and inspire future health care leaders.

INTERPROFESSIONAL HEALTH CARE LEADERS

At Marshall B. Ketchum University, we have led the way in interprofessional health care, building on a century of experience as an optometry school. In 2012, the first Physician Assistant program in Orange County was added, and then in 2014, the College of Pharmacy program was added. In 2024, the Doctor of Medical Science Program was added. Side-by-side in group discussions, community service and clinical experience, our OD, PA and PharmD students learn what it means to deliver patient-centered health care as a collaborative team of professionals.

At MBKU we don't just talk about working alongside other medical professionals, we do it.

MBKU is leading a momentous change in health care education – a change that breaks down the traditional silos between different professional programs so students understand, on a comprehensive level, how to deliver excellent patient care in a team environment. The future of health care is based on the ability of differently trained specialists to effectively communicate and work together to ensure positive clinical outcomes and satisfying patient experiences. To meet this fast-emerging shift in medicine, MBKU has moved to reimagine both health care education and the quality and scope of individualized patient care. By bringing multiple disciplines together in both educational and clinical settings, MBKU is preparing future health care practitioners to lead and succeed, regardless of their chosen field or specialty.

VALUES DRIVEN

Our core values, ICARE (innovation, caring, accountability, respect and excellence), happen every day at MBKU, and we have evolved to offer unbeatable academic training, a caring, professional community where lifelong friendships are born, a beautiful campus near Southern California's beaches and cultural attractions and a solid foundation to base your career upon.

About Southern California

ORANGE COUNTY, CALIFORNIA

Beyond its epic theme parks and perfect weather, Orange County is celebrated for outdoor dining, entertainment and beach-bound adventure. Treat yourself at South Coast Plaza for the finest in luxury shopping and superlative restaurants. Spend an afternoon aboard a whale watching cruise in Newport Harbor, or cast a reel from the Huntington Beach Pier. Stop to smell the flowers at the Sherman Library and Gardens, or explore Laguna's vast variety of boutique shops along the Pacific Coast Highway. Orange County features excellence in education, many businesses and unlimited recreational opportunities. Quality of life is one of Orange County's greatest offerings, from the best golf courses to miles of hiking, biking and equestrian trails.

LOS ANGELES, CALIFORNIA

The City of Los Angeles holds many distinctions. L.A. is the entertainment capital of the world, a cultural mecca boasting more than 100 museums, and a paradise of idyllic weather. From tourist attractions like the Walk of Fame's collection of stars, to career opportunities like those presented in the expanding tech industry, Los Angeles is the place to be. It will be the first North American city to host the Summer Olympics three times. Downtown L.A. is the largest government center outside of Washington, D.C. Los Angeles is on the leading edge of several growth industries. The L.A. five-county area also has more than 700,000 people at work in health services/biomedical activities and 190,000 people in aerospace/technology.







Job Description

SUMMARY

The Dean is the Chief Academic and Administrative Officer of the Southern California College of Optometry. The primary responsibility of the Dean is to ensure the integrity and high quality standards of the academic, clinical and research programs at SCCO. A broad overview of the essential duties and responsibilities of the Dean follows.

STRATEGIC LEADERSHIP

- Fosters a collegial relationship among faculty, administration, students and staff
- Fosters a safe and respectful academic environment that facilitates attracting, retaining and developing outstanding faculty, administrators, staff and students
- Provides leadership in the continuous evolution of the College's Vision, Mission and goals
- Leads faculty in the strategic planning, growth and development of the College
- Represents the College at internal and external events and works with the VP for Advancement to increase funding for College operations, growth and scholarships
- Supervises the selection and assignment of all faculty and recommends appointments and contract terms
- Coordinates the recruitment of all faculty members and is responsible for contract negotiations with candidates under consideration

ACADEMIC PROGRAMS

- Oversees and directs an admission process that results in a highly qualified and diverse student body
- Creates processes for continuous curriculum development and review, assessment of student learning and faculty development
- Oversees the Master's program in Vision Science and fosters the development of scholarly activity
- Oversees international programs sponsored by the College
- Provides leadership for recruiting and retaining a highly qualified, diverse faculty and staff
- Approves all contractual assignments including teaching, clinical, research, faculty development and administrative
- Reviews faculty performance and activities and recommends faculty candidates for promotion, merit, tenure and equity adjustments
- Ensures that the College is meeting accreditation standards as outlined by the Accreditation Council on Optometric Education (ACOE) and submits an annual report to ACOE

CLINICAL EDUCATION

- Oversees the clinical enterprises of the College to ensure that the clinical and academic programs represent a cohesive continuum of education
- Oversees the budget of the optometric clinical enterprises of the University in collaboration with the Associate Dean of Clinical Affairs
- Oversees the residency programs ensuring the continuous quality and development of post-graduate clinical education

RESEARCH

- Supports and facilitates faculty and student scholarly activities including research
- Oversees the administration and reporting of grants

COMMUNICATION

- Provides and promotes open communication within the College and outside the College to the other members of the University community
- Communicates regularly with faculty, staff and students
- Resolves conflicts quickly and productively
- Represents the College at activities including Homecoming, Commencement, Alumni Receptions and Annual Deans and California Optometric Association (COA) meeting

INSTITUTIONAL RESEARCH AND ASSESSMENT

- Reports to the Accreditation Council on Optometric Education (ACOE) and the WASC Senior College and University Commission (WSCUC) to maintain the optometry program's ACOE accreditation and support the University's WSCUC accreditation

INTERPROFESSIONAL EDUCATION

- Collaborates with colleagues on the Academic Affairs Council to strengthen educational and scholarship connections across the University
- Actively pursues opportunities in both curricular and extra-curricular avenues to develop interprofessional experiences

SUPPORT AND ADVOCACY OF THE PROFESSION

- Participates actively in professional organizations within and affiliated with the profession
- Advocates for the profession at the state and national levels to represent the University's position in moving the profession forward
- Serves on the Board of Directors for the Association of Schools and Colleges of Optometry

QUALIFICATION REQUIREMENTS

To perform this job successfully, an individual must be able to perform each duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Excellent verbal and written communication skills
- Excellent interpersonal skills
- Proven track record of academic accomplishment commensurate with senior academic rank, broad-based clinical understanding and management success to mentor faculty, students and staff
- A minimum of five years of successful experience in a formal leadership position in college/university, health care institution or health-related organization
- Strong knowledge and understanding of academic administration and clinical practices and procedures to set the highest standards for honesty and integrity, ethics and values, scholarship and clinical practice

EDUCATION AND/OR EXPERIENCE

The minimum amount of education and experience that an individual needs in order to successfully perform the essential duties of the position is:

- Optometry degree (OD) or equivalent from an accredited optometry college/school, a minimum of five years of related experience and/or training in academic administration and the clinical practice of optometry; or an equivalent combination of education and experience

COMPENSATION

The anticipated salary range for this position is $270,000 to $290,000. Final compensation will be based on qualifications, experience and internal equity. MBKU offers a comprehensive benefits package.

APPLICATION PROCESS

All applications will be held in the strictest of confidence. Review of application materials will begin immediately. For full consideration, applications should be received by **January 18, 2027**. The position will remain open until filled. Nominations, inquiries and applications, including a letter of interest and curriculum vitae, should be forwarded to the Search Committee Chair, Dr. Sandra Fineman, at SCCOdeansearch@ketchum.edu. All documents should be submitted electronically in a PDF format. In accordance with MBKU policy, the University is required to run a background check on the final candidate upon acceptance of a contingent offer.

Additional information about MBKU and Ketchum Health can be found at ketchum.edu and ketchumhealth.org.

Marshall B. Ketchum University is an equal opportunity/affirmative action employer dedicated to excellence through diversity.

Thank You

Thank you for your interest in the position of Dean of the Southern California College of Optometry at Marshall B. Ketchum University. MBKU has a unique and exceptional culture of collaboration, innovation and care, and we look forward to reviewing your interest in joining our growing, interprofessional health care university.