

# Dean of the College of Pharmacy

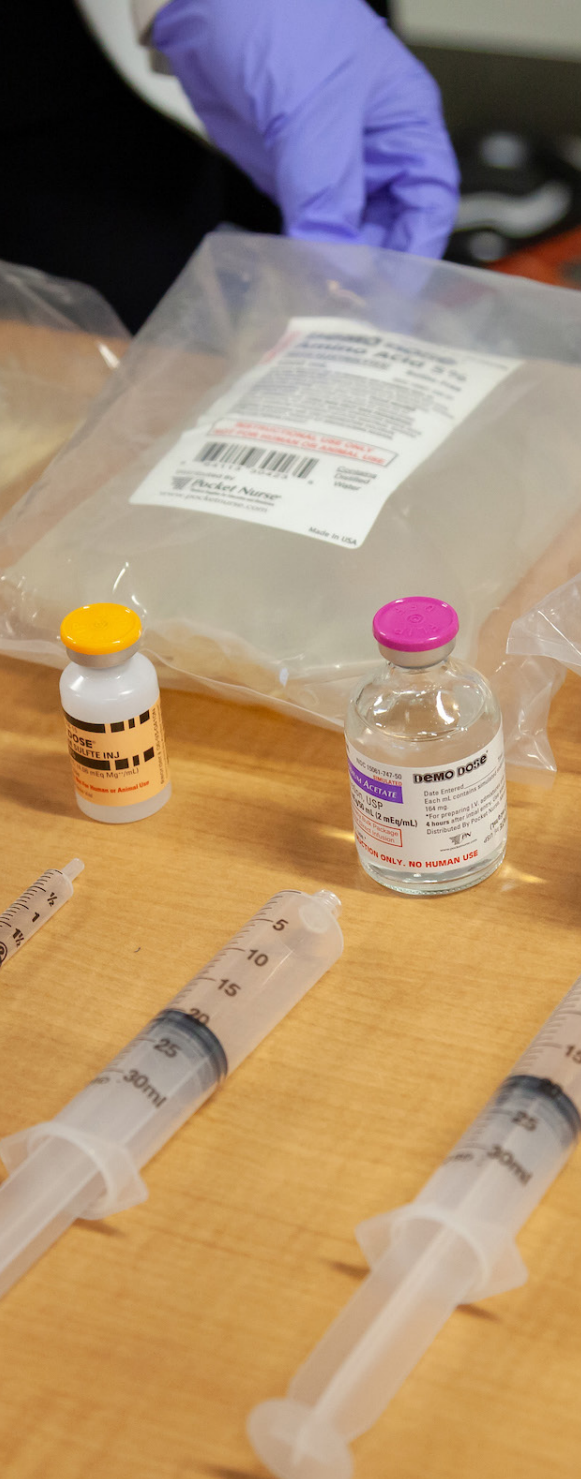
Dean Candidate Packet

**MARSHALL B. KETCHUM UNIVERSITY**  
*College of Pharmacy*

2575 Yorba Linda Blvd. Fullerton, CA 92831  
ketchum.edu



**Marshall B.  
KETCHUM UNIVERSITY**  
College of Pharmacy





# 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 pharmacy as the Dean of the College of Pharmacy.

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 and College of Pharmacy. MBKU owns and operates three health care centers at their clinical teaching facility, Ketchum Health, providing a vision center and PA medical clinic practice in Orange County and second 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.

## BOLD CHANGE

At Marshall B. Ketchum University, we have led the way in interprofessional healthcare, 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. 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.

## 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.

Our mission is to educate caring, inspired health care professionals who are 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.

## REIMAGINING HEALTH CARE

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 healthcare 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 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.

At MBKU, we seek to reimagine the future of health care education through our mission to educate caring, inspired health care professionals who are prepared to deliver collaborative, patient-centric health care in an interprofessional environment.

Incorporating our core values of accountability, caring, excellence, innovation and respect happens 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.

## 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 is the only city in North America to have hosted the Summer Olympics twice. Downtown L.A. is the largest government center outside of Washington, D.C. Los Angeles has the only remaining wooden lighthouse in the state (located in San Pedro's Fermin Park) and the largest historical theater district on the National Register of Historic Places (located Downtown on Broadway). Los Angeles is on the leading edge of several growth industries. L.A. County, with more than 87,000 jobs in the fashion industry, has surpassed New York's fashion district workforce. 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 Mission of the College of Pharmacy (COP) is to “educate individuals to become ethical and compassionate pharmacists who competently deliver patient-centric services in diverse environments and systems of healthcare, with a commitment to innovative scholarship.”

The College of Pharmacy Dean is the College's Chief Academic and Executive Officer responsible for providing insightful leadership relating to operations required to support a program of academic excellence. The Dean will provide leadership in academic and scholarly program planning and implementation, determining and responsibly managing budget resources, strategic planning, and establishing a culture of respect, cooperation, and professionalism amongst employees, students, and the University.

The Dean is hired by the President and reports to the Vice President for Academic Affairs (VPAA). The Dean serves as part of the University's administrative team through active participation in institutional planning and implementing effective outcomes assessment of the College functions, particularly as it relates to students, faculty, and resources.

## STRATEGIC LEADERSHIP

- Leads the faculty in developing the mission, vision, and goals for the College.
- Provides leadership in strategic planning with stakeholders to further the College's mission in teaching, research, service, and patient care.
- Collaborates with the University administration to increase funding for College operations, growth, and scholarships.
- Develops and oversees the annual budget with responsible fiscal management to ensure resources are allocated appropriately for the operation of the College.

## ACADEMIC PROGRAMS

- Oversees the recruitment, retention, and professional development of competent college administrators, faculty, and staff.
- Supports the faculty in developing, delivering, and evaluating the professional curriculum through continuous improvement.
- Approves faculty appointments and oversees faculty performance and activities, promotions, and tenure decisions in alignment with institutional policies and procedures.
- On the recommendation of appropriate committees, admits applicants to the College and determines the academic status of students, including probation, suspension, and dismissal, based on approved College and University policies.
- Monitors the academic progress of all College students and provides academic support in collaboration with College and University student services.

## INCLUSION, DIVERSITY, EQUITY, AND ACCESSIBILITY

- Recognizes, creates, and implements plans to promote inclusion, diversity, equity, and accessibility within the College.
- Champions University inclusion, diversity, equity, and accessibility initiatives.

## RESEARCH ENDEAVOR

- Supports and facilitates faculty and student scholarly and research activities.

## COMMUNICATION

- Fosters collegiality and unity throughout the College's organizational structure, including the administrators, faculty, and support staff.
- Serves as the College's final arbitrator of student, faculty, and staff disputes.
- Coordinates with the University centralized support services relating to its programs, students, personnel, and fundraising.
- Serves on the Academic Affairs Council and other University committees as appointed.

## INSTITUTIONAL RESEARCH AND ASSESSMENT

- Supports University efforts to achieve and maintain regional accreditation.
- Leads the College to maintain programmatic accreditation.

## INTERPROFESSIONAL EDUCATION

- Collaborates with University partners to develop interprofessional education and practice, community service, and interdisciplinary research opportunities for faculty and students.

## SUPPORT AND ADVOCACY OF THE PROFESSION

- Represents the College and University before internal and external stakeholders, including alumni, professional organizations, the Board of Trustees, and funding agencies.

## 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.

- Demonstrate effective verbal and written communication skills
- Excellent interpersonal skills
- Proven track record of academic accomplishment and broad understanding and management skills to mentor faculty, students, and staff
- Preference given to candidates holding associate or professor academic ranks.
- Strong knowledge and understanding of academic administration and clinical practices and procedures to set the highest standards for honesty and integrity, ethics, and values.
- Experience and leadership in pharmacy curriculum and program development.
- Passion to collaborate with individuals from different disciplinary backgrounds.

## EDUCATION AND EXPERIENCE

- Earned PharmD and/or Ph.D. from an accredited college/school, with a strong

- understanding of contemporary pharmacy profession and health care systems.
- A minimum of 5 years of experience in a leadership position in college or university, health care institution or health-related organization.

## APPLICATION PROCESS

All applications will be held in the strictest of confidence. Review of application materials will begin immediately and continue until the position is filled. Nominations, inquiries, and applications, including letter of interest, and curriculum vitae, should be submitted on the MBKU Employment Website page, [ketchum.edu/about-us/employment](http://ketchum.edu/about-us/employment). 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](http://ketchum.edu) and [ketchumhealth.org](http://ketchumhealth.org).

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



# — Thank You

Thank you for your consideration for the Dean of Pharmacy at College of Pharmacy 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.