



## **JOB ANNOUNCEMENT: ASSISTANT DEAN OR DIRECTOR OF CLINICAL TRAINING**

**JOB TITLE:** Assistant Dean or Director of Clinical Training  
**SUPERVISOR:** Dean for College of Psychology  
**EFFORT:** 1.0 FTE, Full Time, Exempt  
**EDUCATION:** PsyD or PhD

California Northstate University is dedicated to educating, developing, and training the next generation of healthcare professionals. After launching and accrediting the College of Pharmacy, College of Medicine, and the College of Health Sciences, CNU now is seeking an Assistant Dean or Director of Clinical Training to join the team in our new College of Psychology.

This program will provide students with scientifically proven interventions and practical first hand field experience culminating in a doctorate of clinical psychology (PsyD). Graduates will have the knowledge, skills, and experience necessary to take the next steps in becoming a practicing, licensed psychologist.

The Assistant Dean or Director of Clinical Training will be part of the College of Psychology faculty and a key member of the Dean's leadership team. With their exemplary reputation as an academic leader in psychology education, the Assistant Dean or Director will provide support and innovation to all clinical training programs.

### **RESPONSIBILITIES**

The Assistant Dean or Director of Clinical Training will be responsible for:

1. Making contact with agencies regarding training experiences that convert into practicum and internship experiences for our students
2. Managing the College of Psychology's relationships with clinical sites
3. Verifying student's internship eligibility
4. Ensuring the practicum program meets licensing and University requirements
5. Monitoring student performance at internship and practicum placements
6. Being intimately familiar with APA and APPIC internship requirements
7. Ensuring students have a variety of training opportunities tailored to their needs and experience level

8. Reviewing deficits in training reported by students regarding practicum sites
9. Resolving conflicts between practicum sites and students
10. Developing policies and procedures for this new program
11. Create protocol for Standardized Patients
12. Set up the CNU Community Clinic
13. Write and maintain Practicum Handbook
14. Obtain MOUs from practicum sites
15. Develop training modules for practicum supervisors
16. Ensure students receive adequate experience for APA internships
17. Active engagement with the outcome and evaluation from accrediting bodies including WASCUC and APA.
18. Serving on the Dean's Executive Committee
19. Other duties as assigned

## **QUALIFICATIONS**

### Must have:

1. Excellent leadership skills
2. A PhD or PsyD from an APA accredited program
3. Experience managing complex organizational tasks
4. A proven track record of writing and approving policies and procedures
5. Experience evaluating academic program effectiveness
6. Previous experience with conflict resolution
7. Knowledge of accrediting standards, including WASC and APA
8. The ability to analyze complex problems and provide solutions
9. Comprehensive knowledge of the discipline of psychology
10. The ability to speak and write clearly and concisely

### Preferred:

1. A license to practice in the state of California
2. Completion of an APA internship
3. Experience working on teams with a variety of healthcare professionals
4. Knowledge of local training and educational opportunities for students
5. Prior teaching experience at various academic levels
6. Establishment of positive and harmonious relationships with others
7. Proven excellence in public speaking
8. Previous experience representing a large organization to the public

## **APPLICANT SHOULD SUBMIT**

- Cover letter that addresses qualification, experience, and career goals
- Resume/CV
- Name, addresses, and telephone numbers of at least (3) professional references

Please send all application materials to the HR Department at [hr@cnsu.edu](mailto:hr@cnsu.edu), or California Northstate University, 9700 West Taron Drive, Elk Grove, CA 95757. CNU is an Equal Opportunity and Affirmative Action Employer. All qualified candidates are encouraged to apply.