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**JOB POSTING  
OFFICE OF HUMAN RESOURCES  
July 6, 2017**

**POSITION:** Adjunct Faculty Clinician

**DEPARTMENT:** Campus Health Center

**DIVISION:** Academic Affairs

**HOURS:** Part-Time, Hours to be determined

**General Description:**

Reporting to the Chief of Staff/Health Center Administrator, the Faculty Clinician is responsible to supervise and work with clinical students to provide quality patient care and complete required documentation for both patient care and student education. The position is an appointment requiring service to the College divided among academic excellence, quality patient care and professional leadership in a manner that promotes continuity and equality among faculty, staff and students.

**Organizational Relationships:**

1. Responsible to the Health Center Chief of Staff/Health Center Administrator.
2. Works closely with Health Center Faculty, staff and students.

**Specific Duties and Responsibilities:**

1. Manage patient care within the approved policies and procedures of New York Chiropractic College Health Centers.
2. Responsible for all patient health care decisions to include evaluation, management and recordkeeping.
3. Be a consultation resource for other faculty members.
4. Provide hands on mentoring and foster a critical thinking environment for student education.
5. Oversee student conduct, proficiency, professionalism and compliance with Health Center standards.
6. Oversee and issue quantitative and qualitative credits and provide feedback to students regularly.
7. Assist with clinical education activities (evaluations, orientation, remediations, OSCE, mentor meetings, etc.) as needed.
8. Engage students in a variety of clinical activities while ensuring appropriate continuity of patient care.
9. Participate in Health Center meetings as well as mandatory professional development activities.
10. Maintain clean and orderly patient treatment areas and report any equipment needing repair.
11. Participate on College committees and task forces as assigned.
12. Maintain active involvement with professional, national and state organizations important to clinical, educational, and administrative responsibilities.
13. Develop a Professional Development Plan in conjunction with the Chief of Staff/Health Center Administrator.
14. Other duties as assigned.

**Methods of Accountability**

1. Verbal and written communications with the Chief of Staff/Health Center Administrator, Health Center faculty, staff and students as well as other College stakeholders.
2. Written feedback from students, patients and other College constituents.
3. Annual performance evaluations by the Chief of Staff/Health Center Administrator.
4. Compliance with College's policies.

**Mental and Physical Requirements**

1. Effective and professional verbal and written communication skills.
2. Professional demeanor.
3. Basic proficiency in PC use and Microsoft Office programs (Word, Excel, PowerPoint, and Outlook) and willingness to learn/use additional software platforms used for electronic health records and student education.
4. Manage stressful situations in a fast-paced, multi-task work environment.
5. Perform all services expected of a licensed clinician and exhibit responsible clinical judgement.
6. Occasional travel may be required.

**Education, Training and Experience**

1. Doctor of Chiropractic Degree from an accredited institution.
2. Appropriate professional licensure to practice in New York State.
3. Minimum of three years of clinical experience is preferred.
4. Post-graduate degrees, diplomate, other advanced certification, or residency experience preferred.
5. Teaching experience at a first professional degree program preferred.
6. Ongoing professional development is expected.

**NOTE: Due to the driving/travel requirements, this position is subject to the College's Motor Vehicle Use Policy and the employee will be required to sign a release upon hire, as well as, annually; so that the College may obtain a Motor Vehicle Report for the personnel file.**

If you are interested in applying for this position; please submit a cover letter, resume and contact information for three professional references to: the Office of Human Resources, 2360 State Route 89, Seneca Falls, NY 13148, or e-mail your response to: [sbowman@nycc.edu](mailto:sbowman@nycc.edu)

*\* Employment is subject to the favorable result of a background investigation and where applicable, confirmation of appropriate degrees and credentialing.*

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