

ADMINISTRATIVE OPENING
Baker College of Flint
Internal & External Posting

POSITION: Full-Time or Part-Time, Veterinary Technology
Medical Director

REPORTS TO: Dean of Health Science

MINIMUM EDUCATION AND EXPERIENCE REQUIREMENTS:

- Doctorate of Veterinary Medicine required
- Current D.V.M license required
- Recent experience in Veterinary Practice required
- Teaching experience at college level preferred
- Must be computer literate and be proficient in Microsoft Office
- Must have willingness to travel

DUTIES AND RESPONSIBILITIES:

- Assist the dean with the budget, curriculum, hiring and evaluating of adjunct faculty, serving on the advisory board and student advising
- Revise, review and/or develop curriculum as assigned
- Represent the campus at meetings related to the program
- Provide the dean with input about equipment, supplies and other resources for the program
- Serve as a “champion” and “ambassador” for the campus about this program and assist with its growth and development
- Actively participate in overseeing the program requirements and curriculum
- Actively participate in professional organizations
- Attend faculty orientations, professional development trainings and graduations
- Other duties as assigned

WORK SCHEDULE: Full-Time: Standard Academic-(52 weeks/5 weeks vacation)

Part-Time: Up to 1000 hours per year (hours may vary)
Some evening and weekend hours will be required.

STARTING DATE: ASAP

COMPENSATION: Salary/hourly based on education, experience, and existing wage rates for similar positions at Baker College. Full benefit package for full- time position only.

APPLICATION PROCEDURE: Submit cover letter and resume by **November 9, 2009** to:

Human Resource Department-**FLINT**
Baker College of Flint
1050 W. Bristol
Flint, MI 48507
Fax: (810) 766-2102
E-mail: hr-fl@baker.edu

AA/EOE