

Director, Dental Therapy Education Program
Swinomish Indian Tribal Community – La Conner, Washington

Located in La Conner, WA, the Swinomish Indian Tribal Community values collaboration with fellow tribal and non-tribal governments. Swinomish partnerships spread throughout Washington State, the Pacific Northwest region and the nation. As a tribal community, Swinomish is proud and honored to play leadership roles through partnerships with the Association of Washington Tribes, the Affiliated Tribes of Northwest Indians, the National Congress of American Indians and other institutions advocating for the rights of Native people. Swinomish Indian Tribal Community ancestors committed to protecting a way of life passed down from generation to generation. The 11 elected members of the Swinomish Senate continue that commitment by strengthening their government and, as a sovereign nation, they engage in local, state and interstate commerce, manage natural resources and exercise power over homelands and waters.

The Dental Therapy Education Program was developed to work with tribal communities to diminish health disparities and increase access to oral health care through training and employment of Dental Therapists. The Swinomish Indian Tribal Community has played a national leadership role in establishing the legal and policy groundwork to allow the training and practice of Dental Health Aide Therapists in Washington State and is honored to launch the first training program in the continental United States in partnership with the Northwest Portland Area Indian Health Board (NPAIHB), Skagit Valley College (SVC) and the Seattle Indian Health Board (SIHB). In preparation for a 2020 educational program launch, the Swinomish Indian Tribal Community is accepting applications for the Director of the Dental Therapy Education Program which will be administered by Skagit Valley College and will have instructional sites in Mount Vernon, the Swinomish Indian Tribal Community, and the Seattle Indian Health Board. Skagit Valley College educational programs are designed to meet community needs and create a campus climate that promotes innovative teaching, quality scholarship, a diverse learning environment, equitable access, and educational achievement for all students.

The Director, Dental Therapy Education Program will be responsible for overall program development and management of the associate degree in dental therapy at the Mount Vernon campus and Swinomish Indian Tribal Community clinical site, and Seattle Indian Health Board practicum site. This position is responsible for articulating the need for and benefits of Dental Health Aide Therapists in tribal communities in national and local forums and for promoting the program to multiple stakeholders. The Director will lead the effort to obtain local and regional accreditation from the Commission on Dental Accreditation (CODA) and Community Health Aide Certification Board.

The Director is an employee of the Swinomish Indian Tribal Community and reports to the Programs Administrator and the Skagit Valley College Workforce Dean and works closely with the Dental Director at Swinomish Dental Clinic to assure program quality with a focus on student learning outcomes and student success, adherence to accreditation standards, achievement of enrollment and retention targets and priorities established through the strategic planning process. The Director will direct faculty and staff to achieve program outcomes. The Director will also work with the Dental Therapy Education Advisory Committee (DTE Advisory Committee) to disseminate information and gather input on continuous improvement of the program.

Duties and Responsibilities:

Program and Curriculum Development:

- In consultation with DTE Advisory Committee, SVC leadership, NPAIHB, and Swinomish, develop program goals and an implementation work plan for new Dental Therapy education program;
- In collaboration with DTE Advisory Committee, the Alaska Dental Therapy Education Program (ADTEP), curriculum developer, CODA specialist and program faculty, develop curriculum for Dental Therapy Education Program at Skagit Valley College;
- In collaboration with a CODA specialist, integrate actions/steps/policies necessary to achieve CODA Accreditation into overall program planning;
- In partnership with Swinomish dental team, develop academic partnership for clinical education of Dental Therapy students;
- In collaboration with SIHB dental team, develop academic partnership for clinical rotations for Dental Therapy students;
- Guide program from planning phase to implementation phase.

Program Leadership and Administration:

- Create an inclusive and supportive working environment that values the contributions of all members of the team;
- Provide effective administration and management of the instructional programs within dental therapy, working closely with department chairs and collaborating with tribal partners, faculty and staff to include: curriculum development, evaluation and revision; faculty recruitment, assignments and supervision; faculty professional development and evaluation; assessing, planning and operating program facilities; input into budget preparation and fiscal administration; coordination, evaluation and participation in determining admission criteria and procedures as well as student promotion and retention criteria.
- Serve as primary liaison with the Commission on Dental Accreditation and Community Health Aide Certification Board and serve as administrator to support department chairs or faculty to assure that all standards are being met;
- Recruit, retain, supervise, evaluate and support full-time and part-time faculty, classified staff, and other unit employees;
- Develop and promote inclusive policies, practices, and programs that reflect a commitment to multicultural understanding, social justice, and work place equity;
- Collaborate with faculty to foster a positive learning environment, including the adoption of teaching methods that support successful learning appropriate to a diverse student population;
- Collaborate with faculty and other unit administrators to develop programs, procedures, and practices to improve student transition, progression and completion;
- Work collaboratively with department chairs and other unit administrators to develop and implement annual and quarterly course schedules that are responsive to student needs;
- Create and provide professional development opportunities for faculty;
- Administer union contracts, work with multiple unions, and constructively approach and solve issues that arise within a unionized workplace environment;

- Ensure compliance with applicable federal, Swinomish, state and college rules, procedures, laws and regulations;
- Advise students and respond to concerns related to instruction.

Budget Management and Planning:

- Contribute to and provide instructional leadership for college initiatives and strategic planning working closely with department chairs for dental therapy and collaborating with faculty and staff;
- Oversee planning and manage budget for instructional programs;
- Develop and implement a Strategic Enrollment Management (SEM) plan for dental therapy and advance the college's overall SEM goals;
- Work with the department chair to establish efficient class schedules that meet enrollment targets, and monitor enrollment and part-time faculty budgets.
- Collaborate with others on campus to bring additional resources—including grants, contracts and partnerships—to expand and improve instructional initiatives;
- Advise on fees, coding, and related functions.

Assessment Activities:

- Conduct ongoing evaluation of instructional programs within dental therapy; identify emergent needs; use data to support and inform decision-making;
- Review and analyze enrollment data, student progression, and completion;
- Collaborate with faculty to conduct ongoing curriculum development, assessment, and revision to reflect innovative pedagogy and advances in dental therapy;
- Collaborate with NPAIHB to produce reports for grant funding and other purposes;
- Create periodic reports that meet college, accreditation, and other stakeholder interest.

Communication Activities:

- Collaborate with dental therapy faculty and staff to be responsive to accreditation requirements, applicable Swinomish, State or Federal laws or regulations, or major initiatives occurring nationally or locally;
- Represent the college to internal and external organizations; represent the college at statewide meetings and other meetings related to the position responsibilities;
- Develop, support, and maintain collaborations and partnerships; maintain communications across the campus including bringing outside initiatives to campus;
- Assist in content management of website, schedule, and catalogs as these pertain to dental therapy.

Committee Assignments and Meetings:

- Serve as the college's liaison for Dental Therapy to the State Board for Community and Technical Colleges, and other official health science agencies and associations;
- Serve as liaison and work closely with Northwest Career and Technical Academy on program articulation for career pathways related to health science;
- Schedule and work with advisory committees in program development and recommended program improvements;
- Collaborate with NPAIHB, Swinomish, SIHB, and other outside partners;
- Serve on Instructional Leadership Team.

Other:

- Demonstrate and model professional conduct expected in the industry as well as through upholding the mission, values and goals of Swinomish Indian Tribal Community and Skagit Valley College;
- Promote Health Education programs, recruit students, and provide service to traditional and under-represented populations;
- Promote student success and ensure sensitivity to student needs and concerns regarding instructional matters;
- Work closely with advising and related support services;
- Provide and facilitate clear communication with program partners and within the College;

SKILLS AND ABILITIES

The successful candidate will demonstrate skills and abilities to:

- Work in partnership with tribes with cultural competency, curiosity and willingness to engage in the community;
- Make definitive decisions and implement set plans and processes;
- Apply knowledge of current theories, research, and high-quality practice in dental education;
- Offer creative innovative ideas to develop programming, curricula, and pedagogy—including, for example, integrative learning, service-learning, online learning, etc.—that incorporate program and general education learning outcomes;
- Promote an equitable work and learning environment and express appropriate awareness of the history of marginalized groups;
- Adhere to applicable federal, state, Swinomish, local and college regulations, policies, processes, procedures, and deadlines;
- Resolve conflicts and address faculty, staff and student concerns in a fair, equitable manner;
- Act and behave according to principles of integrity, respect, open and honest communication, and collaboration.
- Have an understanding of a comprehensive multi-campus community college;
- The successful candidate will be creative, energetic, and able to make significant contributions to the continuous improvement of a high-quality faculty and institution, and possess demonstrated leadership potential.

QUALIFICATIONS:

MINIMUM QUALIFICATIONS

- Licensed dentist (DDS/DMD) or a licensed dental therapist possessing a master's or higher degree;
- Graduate of a program accredited by the Commission on Dental Accreditation;
- Background in education and professional experience necessary to understand and fulfill the educational program's mission and goals;
- Experience working with Tribal Communities;
- Demonstrated commitment to equity and inclusion;

DESIRED QUALIFICATIONS

- Progressively successful administrative experience in education or healthcare with an emphasis on collaboration.
- Dental practice experience in a Native community;
- Experience teaching adults;

RECRUITMENT PROCESS

- Native American hiring preferences under Swinomish Tribal Code 14-01.120 will be in effect during the selection of candidates.
- Applicants must pass a background check and a drug test.