

## Title: Director of Simulation



Burrell College of Osteopathic Medicine  
Las Cruces, NM

*"Para la gente, y el futuro! For the people, and the future!"*

### **Position Purpose:**

The Burrell College of Osteopathic Medicine (BCOM), a new private college of osteopathic medicine in Las Cruces, New Mexico, seeks applications from experienced and enthusiastic professionals for the position of Director of Simulation. The Director of Simulation manages BCOM Simulation Program operations, including oversight of personnel; budget; expenditures; internal/external customer relations and development; and collaboration with all system educational objectives. Collaborates in the development and implementation of simulation-based clinical education, as needed. Works in conjunction with the appropriate Course Directors, Department Chairs, and Assoc./Assist. Deans to ensure Simulation programs align with curricular needs.

NOTE: The qualified individual may be considered for oversight of the Standardized Patient program as well.

### **Essential Duties and Responsibilities:**

- Reports directly to the Chair of the Department of Primary Care, manages and directs the implementation of simulation across BCOM, assists faculty, and executing the necessary activities to meet the educational and clinical simulation needs of the BCOM.
- Prepares operational business plan and the simulation center budget, and delivers the plan to the Chair of the Department of Primary Care, and the Office of Finance.
- Responsible for interviewing, selecting for employment, managing, and evaluating direct reports.
- Assists in identifying learning needs addressed through simulation; designing collaborative action plans and outcome evaluations for simulation programs.
- Advises faculty in the design, training, development, and implementation of simulation center activities at the appropriate learner level.
- Develops, promotes, and supports quality and safety, simulation training, education and research initiatives, and demonstrates behavior consistent with the strategic vision and mission of the organization.
- Implements policies, procedures and practices consistent with the vision and mission, and assesses the performance and educational content of the simulation-based programs.
- Facilitates integration of simulation into existing medical curriculum.
- Maintains proficiency in existing and emerging quality, safety and simulation technologies, including basic theory, design and implementation.
- Develops schedules for utilization of simulation center resources.
- Participates in task forces and teams charged with improving specific patient care or safety issues through the use of Simulation.
- Identifies needed equipment, supplies and potential space to accommodate clinical lab sessions.
- Monitors the consistency and quality of assessment and examination.
- Continuously learns and adopts new skills and tools necessary to facilitate quality and safety activities; acquires and maintains knowledge of current trends and developments in the fields of

Simulation; maintains proficiency in existing and emerging simulation technologies, including basic theory, design and implementation.

- Promotes an appropriate climate for creativity, collaboration, inquiry, and diversity.
- Maintains good working relationships; approaches conflict resolution in a constructive manner; helps to identify problems, offer solutions, and participate in their resolution.
- Maintains the confidentiality of information acquired pertaining to patient, physicians and employees. Discuss patient and hospital information only among appropriate personnel in appropriately private places.
  - Collaborates with institutional and external groups to identify resources and other sources of support the center.
- Other duties as assigned.

**Skills:**

- The ability to communicate effectively in both verbal and written formats.
- Excellent problem solving skills with ability to analyze situations, identify existing or potential problems and recommend solutions.
- Extensive training and experience in Medical Simulation instruction
- Advanced interpersonal skills necessary to effectively communicate complex theoretical and technical concepts effectively with a wide variety of individuals.
- Advanced analytical and computer skills in order to manage simulations.
- Advanced analytical skills necessary to develop sound recommendations and assist in implementing improved delivery of care systems, policies and procedures, evaluating clinical practice outcomes and developing educational programs.
- Ability to work with and lead multidisciplinary teams in initiatives to facilitate implementation and measurement activities.
- Ability to integrate information across myriad settings with the goal of standardization (when appropriate), simplification, and reduction of non-value-added work and steps

**Minimum Qualifications:**

- College degree in a related field, or a combination of education and professional experience.
- Minimum of 2 years' experience working in medical simulation.
- Experience supervising employees.
- Experience with and understand of key functions of hospital and medical staff departments or services.
- Certified as an Instructor in Basic Life Support and Advanced Cardiac Life Support.

**Preferred Qualifications:**

- Masters or other professional degree in a related field, with extensive experience in simulation instruction
- Minimum of 5 years' experience working in medical simulation, with additional experience with high fidelity manikins.
- Experience in the design and implementation of simulation-based education programs with prior experience in course development and education methodology.
- Certified as an Instructor in Pediatric Advanced Life Support, International Trauma Life Support, and/or Pre Hospital Trauma Life Support.

**Note:** Applicants must currently be authorized to lawfully work in the United States on a full-time basis.

Applications will be accepted until position is filled, however, review of resumes is scheduled to begin immediately. Salary is commensurate with experience. EOE.

**Application materials should include:** cover letter, resume and names, addresses and phone number of three (3) professional references.

Applications will be accepted until the position is filled, and should be submitted by electronic submission (online application) to the BCOM Office of Human Resources, see link below or visit the Career Opportunities page on the BCOM website.

<https://bcomm.org/online-application/>

*BCOM is an equal opportunity employer  
and values diversity in our faculty and staff as an important aspect of the educational process.  
BCOM encourages individuals with varied backgrounds and experience to apply.*