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JOB POSTING
OFFICE OF HUMAN RESOURCES
February 27, 2026

TITLE: Instructor – Clinical Educator/IPE (Interprofessional Education)

DEPARTMENT: Health Centers

DIVISION: Academic Affairs

STATUS: Full-time, Exempt, Monday – Friday based on hours of operation

Note: As a member of our exempt workforce there could be occasions when a commitment beyond the normal workweek may be required.

Salary information: \$65,000 to \$67,000

Northeast College of Health Sciences is committed to creating a culture of diversity, equity, inclusion, and belonging with our college campus community. In support of our institutional values, we acknowledge each person's unique experience, perspective, and ability as contributions that both enrich our community and enhance the professions and people we serve. As such, the College is dedicated to providing equitable opportunities to all future and current employees, including those belonging to groups that have been historically underrepresented in higher education.

General Description

Reporting to the Dean of Clinical Education, the Instructor - Clinical Educator/IPE is primarily responsible for delivering clinical education and developing/overseeing opportunities for student IPE. The position is a full-time faculty appointment requiring service to the College divided primarily among teaching, scholarship and service, as well as some administrative duties.

Organizational Relationships

- Reports primarily to the Dean of Clinical Education for duties related to clinical education and secondarily to the Assistant Vice President for Chiropractic for duties related to interprofessional education in the non-patient care portion of the curriculum.
- Collaborates with faculty, staff and students within the chiropractic program.
- Collaborates with the Clinical Educator Coordinator.

Specific Duties and Responsibilities

1. Issue quantitative and qualitative credits and provide feedback to students regularly per assigned duties.
2. Monitor student assessments and assign remediations for labs, Round Robins, Radiology and Metacompetencies.

3. Conduct exam preparations for Objective Structured Clinical Examinations (OSCEs), Clinical Competencies Exams (CCEs), and National Board Exams (NBCE) as needed.
4. Conduct Round Robin sessions.
5. Prepare reports for and conduct assigned 5- and 10-week mentor meetings.
6. Review student developed materials and content and oversee the evaluation/assessment of outreach events.
7. As educational lead for the Seneca Falls site, provides oversight of all chiropractic student educational experiences per all HCA and CLS course syllabi and course requirements, including but not limited to: scheduling, orientation, lectures, patient care, quantitative and qualitative assessment, evaluation, and submission of course grade.
8. Participate in Department meetings and mandatory professional development activities.
9. Oversee student conduct, proficiency, professionalism and compliance with Department standards.
10. Identify and develop opportunities for students to experience IPE in all clinical locations in conjunction with the administrator at each site.
11. Work with the Dean of Clinical Education to develop and expand assessment methods that meet the course objectives related to IPE and CCE meta competencies.
12. Development of an annual or biannual IPE education symposium.
13. Develop a Professional Development Plan in conjunction with the Dean of Clinical Education.
14. Participate on College committees and task forces as assigned.
15. Promote and enforce both Department and College policies and procedures.
16. Maintain active involvement with professional, national and state organizations important to clinical and educational responsibilities.
17. Other duties as assigned.

Methods of Accountability

- Verbal and written communications/feedback with Dean of Clinical Education, faculty, staff and students.
- Compliance with College's policies.
- Annual performance evaluations by the Dean of Clinical Education.

Mental and Physical Requirements

- Effective and professional verbal and written communication skills.
- Professional demeanor.
- 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.
- Manage stressful situations in a fast-paced, multi-task work environment.
- Perform all services expected of a licensed clinician and exhibit responsible clinical judgement.
- Occasional travel may be required.

Education, Training and Experience

1. Doctor of Chiropractic degree.
2. Appropriate professional licensure to practice in New York State.
3. Post-graduate degrees, diplomates and certificates are preferred.
4. 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 for a Motor Vehicle Report upon hire. This release

will remain in effect through the duration of employment unless revoked in writing. Motor Vehicle Report checks are conducted annually by the College.

If you are interested in applying for this position; please submit a cover letter of interest, 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: humanresources@northeastcollege.edu

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

Northeast College of Health Sciences is an Equal Opportunity employer and does not discriminate against students or employees on the basis of age, race, color, creed, gender, sexual orientation, or handicapping conditions (or any other protected status) in its educational programs, financial aid, activities, admissions and employment practices.