

**Associate Dean, Undergraduate Nursing Programs
Leighton School of Nursing**



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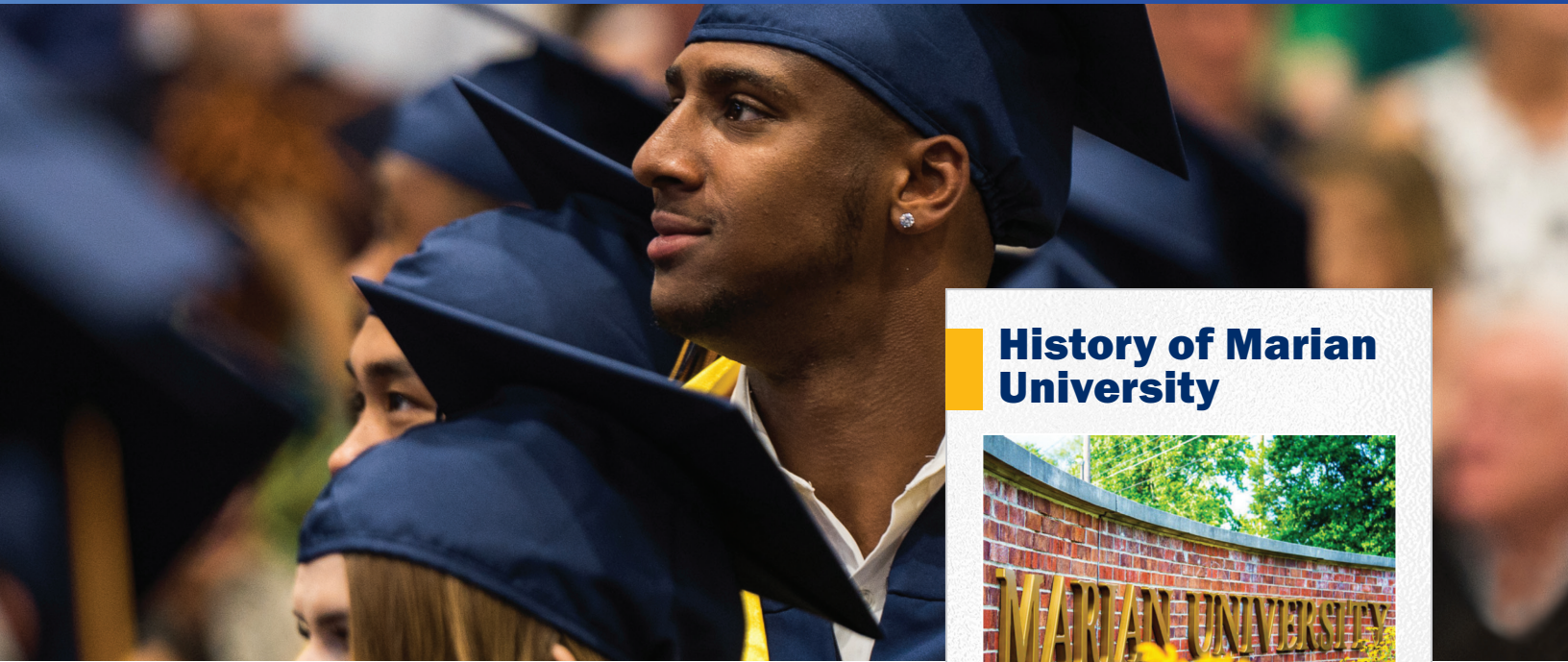
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MARIAN UNIVERSITY'S UNIQUE VISION, MISSION, AND VALUES



More than just an institution of higher learning, Marian University shines like a beacon of hope and opportunity. As Indianapolis's only Catholic university, Marian University's **vision** is to provide an education distinguished in its ability to develop transformative leaders who will serve the world with compassion, integrity, and purpose.

Marian University's commitment to the Catholic intellectual tradition shapes every facet of our educational experience, providing a moral compass for our students and faculty. Our **mission** remains to be a great Catholic university dedicated to achieving excellence in learning, achieved through teaching, research, and scholarly activity in the Franciscan and liberal arts tradition.

While proudly Catholic in both tradition and practice, Marian University welcomes students of all faiths who seek an educational experience framed within the context of our Franciscan values of dignity of the individual, peace and justice, reconciliation, and responsible stewardship. Our understanding of these **values** is informed by reflection on the life of Jesus Christ and prayer. ■

History of Marian University



Marian University is sponsored by a Franciscan religious community, the Sisters of St. Francis, Oldenburg. In 1851, Sister Theresa Hackelmeier and her fellow Sisters of St. Francis established St. Francis Normal School in Oldenburg, Indiana to educate the area's German immigrant population.

By 1936, St. Francis Normal School had transformed into Marian College, with programs primarily for teacher training. Marian College moved to Indianapolis in 1937 and further expanded its academic offerings, becoming a comprehensive regional institution.

On July 1, 2009, Marian College became Marian University. In early 2023, the Carnegie Foundation for the Advancement of Teaching classified Marian University as a national doctoral/professional university, indicating our wide range of program offerings, both research-focused and professional; Marian University's highest level of offering is doctorate degree – professional practice. ■

The Sisters of St. Francis, Oldenburg continue to inspire Marian University's bold leadership initiatives. This legacy of forging transformational leaders in education, healthcare, the sciences, pastoral ministry, and more invites everyone in the Marian community to prayerfully consider what they are called to invest in our vision, not only to protect what the Sisters created, but also to propel it forward in bold and innovative ways.

In 2022, Marian University formally launched its newest strategic plan, *Journey to 2030: Always Forward*. Driven by innovation, quality, and swift acts of courage, our *Journey to 2030* will help to secure a better future for our university and our students. In the spirit of boldness, **Marian University is setting forth on a path to raise \$500 million by 2030.** These investments will be used primarily to fund our three strategic priorities: Access and Success; STEHM (science, technology, engineering, health sciences, and mathematics); and Faith in Action. This funding is imperative in continuing the exponential growth of Marian University and setting our students on the pathway to achieving their dreams academically, professionally, and personally.

With respect to the *Journey to 2030: Always Forward* strategic plan, our administration, faculty, and staff echo the sentiments of another Marian foundress, Mother Clarissa Dillhoff, guiding us with words she wrote to her fellow Sisters nearly 100 years ago: *"This new adventure has been thrust upon us with a speed never before experienced... and it's worth the venture."*

STUDENT POPULATION AND DEMOGRAPHICS



Current total enrollment includes approximately **4,000** students across multiple campuses and programs (associate's, bachelor's, master's, and doctoral degrees)



935 student-athletes

Student housing on campus is at capacity



74% of students from Indiana

37% from unrepresented backgrounds



36% growth in Latino students year-over-year

Notable Achievements

Dedicating his professional life to the mission of Catholic education, Daniel J. Elsener became the eighth president of Marian College, now Marian University, on August 1, 2001. As a result of President Elsener's energetic and visionary leadership, Marian University has experienced great success advancing excellence in learning, including but not limited to:



Marian University has joined the Doctoral/Professional Universities Carnegie Classification, and in its first year ranked top two in Indiana for social mobility and **ranked 250** among all

National Universities according to U.S. News & World Report's annual rankings (2023).

Enrollment has grown by **75%** over the past 10 years, a testament to Marian University's relevant academic offerings.

The launch of the **E. S. Witchger School of Engineering** and opening of its state-of-the-art building (2022-23).

The creation and national prominence of Marian University's **Fred S. Klipsch Educators College**, an innovative undergraduate teacher preparation program recognized by the National Council on Teacher Quality (NCTQ) as among just **48 universities nationwide and the only A+ program in Indiana** for going above and beyond the standards set by literacy experts for teaching the "science of reading."

The creation of Indiana's second medical school, the Marian University College of Osteopathic Medicine (MU-COM, established 2013). This year, Marian University celebrates the MU-COM's **10th anniversary and the more than 1,000 alumni physicians who have graduated** from the MU-COM.

Intercollegiate athletics (NAIA and Collegiate Cycling) is a major part of the leadership development at Marian University that consistently ranks among the **top 10 in the nation.** ■

POSITION DESCRIPTION



As a part of a diverse community of faculty and staff who represent many faith systems and worldviews, Marian University seeks an associate dean, Undergraduate Nursing Programs - Leighton School of Nursing (LSON) to promote our Catholic Franciscan mission and identity. Embarking on the journey to advance the Ministry of nursing education is an exhilarating endeavor that marries passion with purpose, thus relying on LSON leaders to set the stage for an inspiring nursing educational journey. It's about crafting an educational sanctuary where aspiring nurses can flourish, equipped with knowledge and skills to excel in the healthcare field.

The associate dean, Undergraduate Nursing Programs - LSON is called to be a visionary and reliable leader, embracing a pivotal opportunity to sustain and advance the integrity of nursing education at Marian University. This is a leader who is self-directed and who demonstrates exceptional communication and influence skills to professionally and effectively engage with a diverse university and external stakeholder population that includes, but is not limited to, students, faculty, cross-functional colleagues, community representatives, potential donors and healthcare partners.

Reporting directly to the dean, Leighton School of Nursing, the associate dean, Undergraduate Nursing Programs oversees undergraduate program curriculum, student admission, progression, outcomes, and faculty development. This position has accountabilities for BSN curricular activities and program compliance with state, regional and national accreditation standards. Additionally, the incumbent must consistently employ sound judgment and guide decision-making for undergraduate nursing education policy and practices related to: teaching; advising students; curriculum revision and development; learning program delivery problem-solving; and clinical site management.

The scope and focus of this work requires the incumbent to be proficient at navigating across multiple nursing education program delivery locations and platforms, as described below:

- Traditional on-campus program delivery;
- Virtual technology-enabled program delivery;
- Coordinated, off-site multi-location program delivery;
- Program delivery through external partnerships; and/or
- Program delivery through targeted professional education and/or consulting and training collaborations.

LSON UNDERGRADUATE PROGRAM SCOPE AND FOCUS

Guided by LSON dean oversight and direction, the associate dean, Undergraduate Nursing Programs oversees all aspects of undergraduate nursing education. The overarching objectives of the position include: achieving program growth; expanding partnerships; attracting and retaining excellent faculty; increasing IPE; increasing program offerings; assuring financial strength; producing excellent academic results with students completing degree requirements and securing employment in their field; and sustaining compliance with all accreditation and regulatory bodies.

The incumbent in this role will directly and/or indirectly supervise tenured and non-tenured faculty and administrative professional staff and demonstrate capability to form and sustain vertical and cross-functional relationships and partnerships with a broad cross-section of colleagues to evolve an environment conducive to learning.

To ensure that LSON associate dean incumbents are gaining sufficient experience and preparation to advance to LSON Dean-level responsibilities, all LSON associate dean duties intentionally mirror the accountabilities and competencies of the LSON dean role, with the understanding that the expected percentages of time stewarding these accountabilities will vary. The specific scope of duties and the expected percentages of time stewarding the responsibilities of the associate dean, Undergraduate Nursing Programs role are outlined below.

Marketing and Communications (10%)

- Mission Integration
- Advocate for and Communication of LSON Purpose

LSON Strategic Planning (15%)

- Industry Regulatory and Environmental Scanning
- Strategic Leadership
- Strategic, Capability/Capacity Planning
- Strategy Development and Implementation
- Integrated Technology Strategies
- Organizational Development

Student Recruitment (25%)

- Recruitment, Retention and the Student Experience.

Fundraising/External (15%)

- Philanthropic and Grant Acquisition Initiatives.
- Contributing to efforts to garner supplemental funding to support the nursing program.
- Strategically cultivating relationships with donors.
- Establishing and implementing effective philanthropic and grant acquisition plans.

Academic Operations (35%)

- Student Community (i.e. groups)
- LSON Student Services

Undergraduate Curriculum

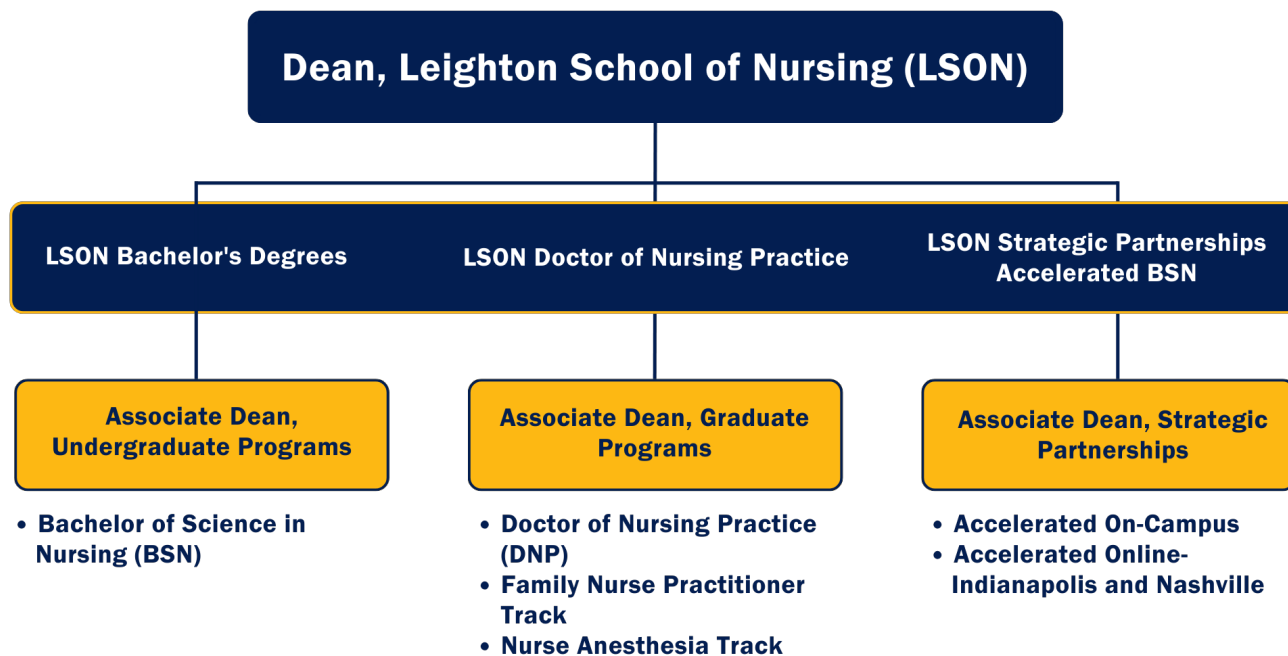
- Program Strategies
- Program Curriculum Development
- Program Compliance/Quality Accreditation/Credentialing
- Active Pursuit of Research Opportunities
- Establishing Relevant Nursing Education Program Delivery Partnerships
- Clinical Placement Management
- Program Evaluation and Delivery Effectiveness
- Academic Affairs - Faculty Development and Inclusion
- Resource Management and Allocation
- Faculty Recruitment and Management
- Program Data Collection, Analysis, and Interpretation

Leadership and Administrative Focus

- Shared Leadership/Governance Councils
- Cross Functional Leadership and Influence
- Navigating Internal/External Stakeholder Relationships
- Leadership Professional Development
- Fiscal/Budget Management
- Environment of Work: Workplace Engagement Effectiveness

LSON ORGANIZATIONAL STRUCTURE

Marian University Indianapolis Leighton School of Nursing Organizational Structure



Interdependent Stakeholder Relationships

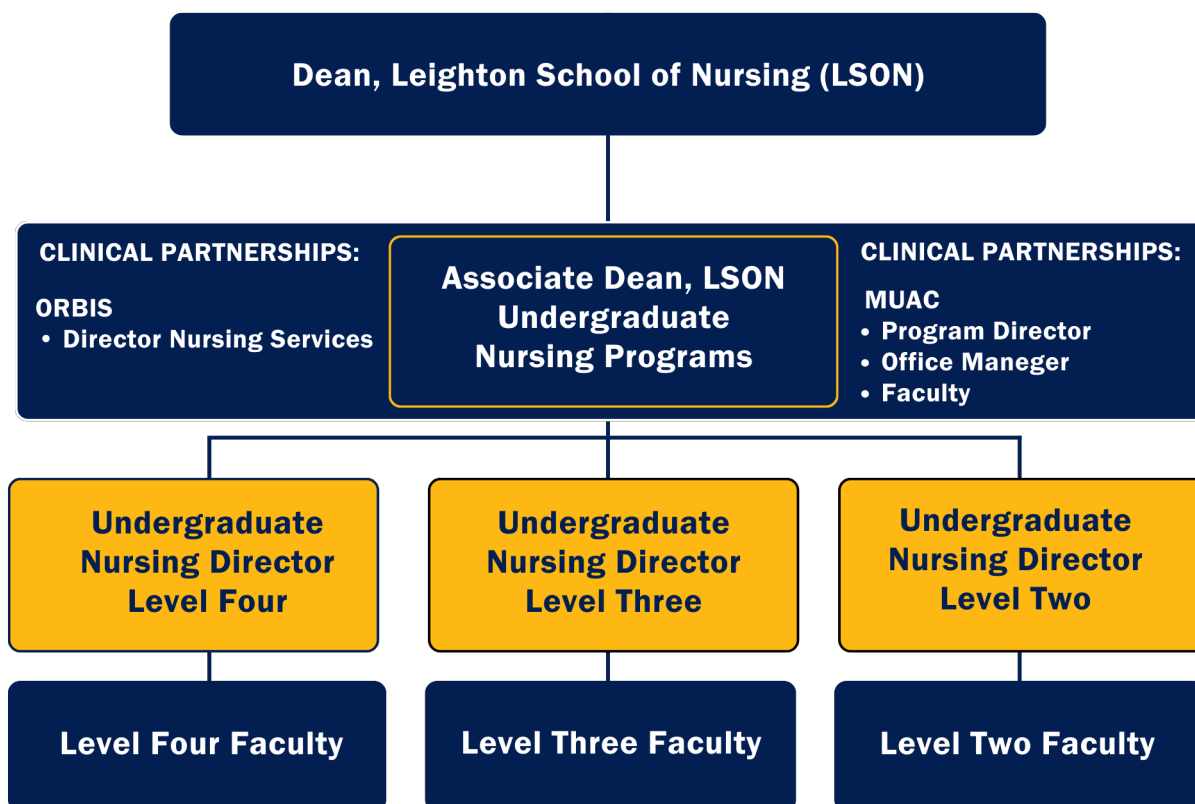
- Mission Integration
- MU Governance and Management: Provost Council
- Strategic Partnerships and General Counsel Support
- MU Finance - Budget Administration
- Enrollment
- Advancement - Fund Development/Fundraising
- Academic Affairs
- Leadership Integration and Student Services
- Technology-Driven Inter-Classroom Collaborations
- Information Technology
- Accreditation and Credentialing
- Research
- MU Human Resources
- Integrated Strategic Capacity - Planning
- Marketing Communications and Public Relations

Distinguished Representative Clinical Partners

- Ascension St. Vincent Hospital, Indiana
- Community Health Network, Indiana
- Franciscan Health, Indiana
- Indiana University (IU Health), Indiana
- Mercy Hospital, Oklahoma
- St. Joseph Regional Medical Center, Indiana
- Ascension St. Thomas, Tennessee
- Vanderbilt University Medical Center, Tennessee

LSON ORGANIZATIONAL STRUCTURE

Marian University Indianapolis
Leighton School of Nursing Undergraduate Nursing Program
Organizational Structure



CORE COMPETENCE EXPECTATIONS

Working cross-functionally through multiple, interdependent partnerships demands careful planning, dedication, and readiness to navigate the complexities of a multi-dimensional, matrixed educational program delivery platform. To perform this job successfully, an individual must consistently demonstrate competence to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

- **Decision Maturity:** Actively engaging others in the decision process to get multiple inputs to improve the quality of the decision and to pave the path for smooth execution.
- **Sustained Reliability:** Consistently shows the desire to be someone whom others can truly depend on; demonstrates desire to stand up and be counted on, engaging when it counts and ready to support stakeholders in the moments that matter.
- **Fluid Adaptation:** Actively engages to learn from those from different services, units, ranks and experiences. Demonstrates willingness to plug into broad and seemingly unrelated information flows and tap into broader networks to sense changes earlier and make strategic moves to take advantage of the changes.
- **Strategic Engagement:** Engages with others for impact rather than affinity, balancing keen insight to stakeholder priorities with unrelenting focus on delivering program results. Understands the unique needs – emotional, financial, physical – of the full multitude of players who impact realization of their intent.
- **Leveraging and Proficiency:** Sees organizational politics as embedded aspects of the work itself, to be leveraged. Engages pro-actively and selectively and anticipates political threats and opportunities.
- **Develops Networks and Relationships:** Builds social networks and strong interpersonal relationships, particularly with key stakeholders. Evolves informed political awareness skills.
- **Creates Alignment:** Finds common ground among competing agendas and interests through alliances, coalitions, sponsorship. Leverages relationships and networks.
- **Versatile Influence:** Adapts one's influence behavior to different individuals and situations.
- **Authenticity:** Engages in organizational politics in a way that feels genuine and consistent with personal values/styles. Entails honesty, openness.
- **Political Awareness:** Reads the political landscape, understands individual motives, maps out conflicting agendas, reads the informal power web, identifying key stakeholders.

CORE COMPETENCE EXPECTATIONS

- **Employs Sound Management Practices:** Creates a positive professional learning environment, fostering critical thinking, effective delegation, leadership and mentorship, time management, active listening, clear decision-making, commitment to ethical practice and open communication among staff.
- **Active Mentoring:** Actively seeks to engage and sustain one-on-one relationships, sharing depth of experience and knowledge that: helps mentees develop their professional skills and advance their careers; build their self-confidence; reduce stress; build their professional network; and connect them with opportunities to improve their problem-solving skills and gain new insight into their role - understanding issues related to it.
- **Effective Two-Way Communication:** Develops collegial candor - taking steps to create a working environment where individuals feel safe to provide their perspectives on various issues, understanding that there will be agreements and disagreements with these views on the basis of their arguments' merits and not the individual advancing them. Creating an environment where students feel comfortable asking questions, expressing concerns, and providing feedback.
- **Critical Thinking:** Demonstrates command-level skills in recognizing faulty assumptions - identifying what's being taken for granted and evaluating different viewpoints on issues. Evaluating arguments to see multiple sides of an issue - analyzing an argument's reasoning, supporting evidence thoroughly and exploring counterarguments, even when doing so is controversial. Drawing accurate conclusions – bringing diverse information together to come to an appropriate and reasonable conclusion and changing a position when the evidence warrants doing so.
- **Coaching for Effectiveness:** Applies coaching as a process and tool for navigating complex challenges, evolving critical thinking, evolving proficiency in decision-making and building effective workplace relationships.
- **Data Collection, Analysis and Interpretation:** Gathers relevant information about nursing students and their program experiences, organizing that data, applying statistical methods to identify patterns and trends and interpreting what the findings mean in the context of improving the nursing program's quality and effectiveness.

POSITION EXPECTATIONS AND REQUIREMENTS

University Expectations

- Knowledge of and a commitment to the mission of Marian University.
- Adheres to Marian University's policies and procedures.
- Shows courtesy and respect in interactions with fellow employees, students subordinates, and supervisors.
- Communicates regularly with supervisor about department issues.
- Meets department productivity standards.
- Participates in developing department goals, objective, and systems.
- Assists to establish department measurements that align and support the accomplishment of the University's strategic goals.
- Adheres to the department budget.

Essential Functions

Work hours necessary to perform job requirements satisfactorily on a regular basis. Manage absence from work in responsible manner to ensure service to clients, work teams, and coworkers. Comply with Marian University policies and practices and seeking clarification of them when necessary.

Physical Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle, or feel objects, equipment, or controls; and talk or hear. The employee is occasionally required to stand; walk; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, and the ability to adjust focus.

POSITION EXPECTATIONS AND REQUIREMENTS

Education and Qualifications

- Philosophical alignment with Marian University's Mission, Vision, and Values.
- Legacy of Academic excellence, PhD or DNP preferred. Earned doctorate in nursing, education or health science required. Master's degree in nursing also required to supplement any non-nursing doctoral degree or related discipline from a regionally and professionally accredited institution.
- 5+ years of accredited nursing leadership in an academic setting.
- Demonstrable record of program growth and achievement of operational excellence.
- Record of high student achievement including exam scores and pass rates.
- Strong financial acumen and stewardship with financial acumen to effectively manage finite resources to achieve the goals of LSON and the University.
- Outstanding communication, presentation, and interpersonal skills.
- Sufficient evidence of publication, research, grant-writing.
- Promotion of faculty scholarship.
- Academic credentials commensurate with the appointment at the rank of associate or full professor preferred.
- The ability to attain an unencumbered RN license to practice in the state of Indiana. Nurse Licensure Compact (NLC) may be required.
- A minimum of three years of administrative experience working within an undergraduate nursing program.
- Evidence of promoting mission values that include faculty, administration, staff and students.
- Success in private sector fundraising or skillsets that would translate into this work and the willingness to learn how to be successful.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

WHY CHOOSE MARIAN UNIVERSITY?

- **Mission-Driven Excellence in Learning:** At Marian, we are driven by a deep sense of purpose. Embrace the opportunity to lead an institution that places service, leadership, and excellence in learning at the heart of everything we do. We take immense pride in offering a diverse array of programs that span a wide spectrum of knowledge. Marian University's next successful executive vice president and provost will oversee all aspects of academic affairs.
- **Innovative Culture and Commitment to Growth:** Our commitment to innovation extends beyond the classroom. Our students, faculty, and staff have the resources and support to foster new ideas and pedagogical approaches that help tackle 21st century challenges.
- **Collaborative Community:** Marian University is a place where collaboration thrives. You will work alongside dedicated colleagues who share your passion for education and the development of transformative leaders.
- **Vibrant Campus Life:** Whether a sports fan, art enthusiast, humanitarian, or bookworm, there's always plenty to do on Marian University's friendly campus. Faculty, staff, and students love Marian's campus because you can watch live theatre, root for your favorite Knights athletic teams, work out in the newly renovated fitness facility, take in an art exhibit, help out in various community service projects, listen to exceptional guest speakers, walk the trails of our 45-acre nature preserve, and more.
- **Outstanding Location:** Marian University's wooded historic campus is nestled in the heart of Indianapolis, a dynamic city with a rich cultural scene, thriving businesses, and a strong sense of community. Indy and its surrounding suburbs are home to hundreds of major employers in business sectors like biosciences, pharmaceuticals, logistics and distribution, and advanced manufacturing among others. Known as the "Crossroads of America," two-thirds of the United States population can drive to Indianapolis in 10 hours or less.

■ **Marian University is not just a university.**

It's a calling, a mission, and a community committed to making the world a better place. We believe that education should not only inform the mind, but also enrich the soul. Our campus is a vibrant community where students, faculty, and staff come together to explore the profound questions of life and the human experience. As provost, you will play a pivotal role in shaping the future of this community. ■

APPLICATION PROCEDURE

If you are a visionary academic leader who shares Marian University's commitment to transformative education and the development of leaders for a flourishing world, we invite you to submit your application for the associate dean, Undergraduate Nursing Programs - Leighton School of Nursing.

☐ **Please include a letter of interest, your long-form curriculum vitae, and contact information for at least five professional references.** References will be contacted at a later stage and only with your foreknowledge.

☐ **Apply now** and be a part of something truly extraordinary. Marian University is where your leadership and vision can make a difference.

Marian University is an equal opportunity employer and is committed to fostering a diverse and inclusive academic community. We encourage applications from candidates of all backgrounds and experiences.

Please submit your application to:

Associate Dean, Undergraduate Nursing Programs - Leighton School of Nursing Search Committee

[Marian University HR Portal](#)

Thank you for considering this important leadership position at Marian University. We look forward to welcoming a new associate dean, Undergraduate Nursing Programs who will contribute mightily toward advancing our mission of excellence in learning through teaching, research, and scholarly activity in the Franciscan and liberal arts tradition. ■

MARIAN UNIVERSITY®

3200 Cold Spring Road
Indianapolis, IN 46222-1997
317.955.6300 or 800.772.7264

marian.edu

Marian University is sponsored by the Sisters of St. Francis, Oldenburg, Indiana.

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