



Position Profile

FOUNDING DIRECTOR

Master of Science Physician Associate Studies



VITERBO
UNIVERSITY

La Crosse, WI, USA

The Viterbo University community prepares students for faithful service and ethical leadership.



Founding Director, Master of Science Physician Associate Studies

Reports to: Dean College of Nursing & Health

Department: College of Nursing & Health

Location: Viterbo University, La Crosse, WI

FLSA Status: Exempt

Appointment: Full-time, 12-month academic administration position with faculty appointment; 50% must be devoted to administrative responsibilities for the program

POSITION OVERVIEW

Viterbo University is seeking applications for the Director and Associate/Full Professor of the Physician Associate Program in the College of Nursing and Health (CNH). This is a 12-month, tenure track administrative rank faculty position.

The director will be actively involved in the development of the physician associate graduate major including strategic leadership, administrative management, curriculum design, faculty recruitment and development, teaching, scholarship, while acting as the accreditation liaison and institutional representative overseeing compliance with the Accreditation Review Commission on Education for the Physician Assistant. The director will cultivate partnerships with physician associates and various healthcare organizations for clinical placements locally and nationally. The director reports to the Dean of the College of Nursing and Health

MINIMUM QUALIFICATIONS

- The successful candidate will have a Physician Assistant/Associate Degree from a program accredited by ARC-PA, (Master's required; Doctorate preferred)
- Hold and maintain current or emeritus credential from the National Commission on Certification of Physician Assistants (NCCPA)
- Hold a minimum of three years of full-time higher education experience at the time of appointment

PREFERRED QUALIFICATIONS

- Demonstrated leadership in academic administration including curriculum planning, faculty oversight and program evaluation
- Knowledge of PA education, accreditation requirements including PA self-studies, accreditation reports, and site visit planning
- Experience with program budgeting and resource allocation
- Will hold a record of scholarship, teaching excellence, and professional service

ESSENTIAL DUTIES & RESPONSIBILITIES

General

- Demonstrates a commitment to the mission, philosophy, values, and goals of Viterbo University and the CNH
- Implement the policies of the University and the CNH
- Participates in program assessment evaluation processes
- Participates in student advising activities as assigned
- Demonstrate collaborative relationships with internal and external communities of interest
- Assists with the recruitment, applicant selection and retention of qualified students
- Provide visionary leadership and effective administration of the PA program in alignment with institutional mission and accreditation requirements
- Establish strategic goals and lead continuous quality improvement activities across all areas of the program
- Manage program operations, including scheduling, faculty assignments, committee processes, and governance
- Maintain effective communication and collaboration with college leadership
- Oversee program fiscal management, resource planning, and budget development
- Lead the design, implementation, evaluation, and continuous improvement of a coherent, compliant curriculum that meets ARC-PA standards and prepares students for PANCE success
- Ensure curriculum alignment with program competencies, professional standards, and learning outcomes
- Collaborate with faculty and committees on curriculum changes, assessment strategies, and instructional effectiveness
- Recruit, mentor, and evaluate program faculty and staff, including principal and instructional faculty
- Monitor student progress, retention, and outcomes; implement strategies to support student achievement



Teaching

- Facilitates effective teaching/learning activities in the didactic, simulation, and/or clinical settings
- Prepares and updates content and syllabi for assigned courses according to CNH curricular plans and program student learning outcomes
- Demonstrates expertise in developing, conducting, and evaluating essential learning experiences within the didactic, simulation, and/or clinical settings
- Conducts course assessment activities to evaluate effectiveness and enhance student learning

Service

- Shares talents as a resource person/mentor to colleagues and/or students
- Participate in professional, CNH, and university activities
- Participates in ongoing quality improvement/accreditation activities
- Participate in local, state, and national professional organizations

Scholarly work

- Participate in professional/scholarly activities to maintain certification and practice, as applicable
- Engages in life-long learning
- Carries out other responsibilities as delegated or assigned

Additional Requirements/Qualifications

- Microsoft Office proficiency preferred
- Excellent written and/or oral communication skills required
- Excellent management/supervisory skills required
- Willingness and ability to participate actively in a plan of professional development to enhance and maintain currency in relevant skills and knowledge.



Apply Now!

Review of applications will
begin immediately.

Priority Deadline: April 1, 2026



Please complete online employment application and include a letter of application indicating interest and qualifications, curriculum vitae, statement of teaching philosophy, transcripts (initial submissions may be unofficial copies), and contact information for three professional references. Review of applications will begin immediately.

ABOUT VITERBO UNIVERSITY

Viterbo University is a Catholic, Franciscan, liberal arts institution. Founded in 1890 and sponsored by the Franciscan Sisters of Perpetual Adoration, Viterbo is nationally recognized for its commitment to servant leadership, ethical practice, and professional preparation grounded in purpose. The university serves approximately 2,500 undergraduate and graduate students and has earned distinction in nursing, education, business, and the health sciences.

The College of Nursing and Health is a cornerstone of the institution, with a strong reputation for academic excellence, high licensure pass rates, and deep partnerships across regional and national healthcare systems. The forthcoming Master of Science in Physician Associate Studies represents a significant institutional investment in expanding Viterbo's health professions portfolio and addressing critical workforce needs. The founding director will have the rare opportunity to shape program vision, curriculum, accreditation strategy, faculty culture, and clinical partnerships from inception within a mission-driven and strategically focused university.

Viterbo combines the personal engagement of a close-knit academic community with the ambition and forward momentum of a university committed to thoughtful growth. Senior leadership is highly engaged in program development and accreditation success, and the institution values collaborative leadership, innovation, and accountability.

ABOUT LA CROSSE, WI, USA

Viterbo is located in scenic La Crosse, Wisconsin, which has been rated as one of the top places to live in the United States. Nestled between the Mississippi River and dramatic limestone bluffs, La Crosse offers an exceptional quality of life with an attractive cost of living, strong public and private school systems, and a vibrant arts and dining scene. The region features beautiful bluffs and coulees, three major rivers including the Mississippi River, and abundant four-season outdoor recreation.

La Crosse serves as a regional healthcare hub with world-class healthcare and education systems, creating robust opportunities for clinical partnerships and interprofessional collaboration. The city offers easy access to major metropolitan areas in Wisconsin, Minnesota, and Illinois, including Minneapolis–St. Paul, Madison, Milwaukee, and Chicago, while maintaining the safety, connectivity, and community feel of a dynamic Midwestern city.

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