University of Oklahoma Health Sciences Center
College of Allied Health
Department of Medical Imaging & Radiation Sciences

Position Description
Clinical Coordinator / Sonography
Rank: Assistant Professor/ Associate Professor/ Professor

Required Qualifications:
- ARDMS and/or CCI Certification in Abdomen, OB/GYN, Vascular, and Adult Cardiac or ARDMS and/or CCI certification in 3 and willing to obtain fourth certification within 1 year of hire
- Minimum 2 years clinical experience in sonography
- Experience instructing students in sonography program (clinical or classroom)
- Bachelor’s Degree from an accredited University and willing to obtain a Master’s degree within 3 years of hire

Preferred Qualifications:
- Earned Master’s or PhD degree
- Additional ARDMS certifications
- Experience instructing in a JRC-Accredited sonography program
- Strong organizational skills, including database management
- Flexibility and ability to effectively manage and resolve conflict
- Demonstrates effective verbal and non-verbal communication skills

Responsibilities:
1. Supervision and coordination of the sonography students’ clinical education for OKC and Tulsa campuses under the direction of the program director. These duties may include:
   a. Developing and documenting appropriate clinical competencies, clinical evaluations and clinical rotation schedules that comply with clinical affiliate agreements and program standards.
   b. Maintaining appropriate records of student clinical education activities and evaluation
   c. Establishing and maintaining rapport with clinical affiliates to facilitate collaboration between the affiliate and program
   d. Acting as representative to the Clinical Education Committees for the department and the college
   e. Travel between the Tulsa and Oklahoma City campuses as well as travel to affiliated clinic sites in Oklahoma
2. Assume oversight for instruction and evaluation in simulation laboratories for OKC and Tulsa, including:
   a. use technology to enhance the simulation and clinical curricula
   b. maintain appropriate records of student activity and evaluation
3. Supervise, evaluate and advise students
4. Participate in the accreditation process
5. Participate in the tri-mission (scholarly activity, service and teaching) of the University of Oklahoma as deemed appropriate with your role as faculty member
6. Participate in program, department, and college functions and committees
7. Performs other duties as defined by Program Director and/or Department Chair

Position will remain open until vacancy is filled
Submit resume via email to:
Tammy Murray, Administrative Assistant II
University of Oklahoma Health Sciences Center, College of Allied Health, 1200 N. Stonewall Avenue AHB 3021, Oklahoma City, OK  73117
(405) 271-6477 / Fax: (405) 271-1424
Email: tammy-murray@ouhsc.edu
The University of Oklahoma is an EO/AA Institution http://www.ou.edu/eoo/
Individuals with disabilities and protected veterans are encouraged to apply.