



Summary

The School of Dentistry (SoD) has an exciting opening for a Continuing Dental Education Director. The Continuing Dental Education (CDE) team at the School of Dentistry designs, develops and executes a variety of classes, courses, seminars and symposia events annually to provide dental professionals with on-going training opportunities.

The Continuing Dental Education Director is a 20% FTE position reporting to the Dean of the School of Dentistry and is responsible for the overall program design, development, execution and team management. This position could be held by either a part-time adjunct or be part of a full-time faculty member's appointment (preferred). Working with the Faculty CDE Advisory Committee, the CDE Director develops new CDE programs, particularly those that take advantage of the recent advances in remote technology and the new licensure requirements in the State of Michigan. This position is for a two-year appointment with reappointment upon successful demonstration of accomplishments.

Summary of Responsibilities

The Continuing Dental Education Director oversees the design, development, creation and execution of the school's continuing dental education program. Job responsibilities include:

Program Design

- Lead design and development of a continuing education program business plan for the school
- Work closely with the Faculty CDE Advisory Committee to articulate an appropriate calendar of courses, seminars, symposia and similar that is of interest to dental professionals
- Lead the strategy for curriculum development of new courses and develop one new course, preferably collaborative among specialties, each year

Management

- Coordinate with CDE team (2 FTE staff) to properly plan and execute a broad range of educational activities
- Support team with direction and feedback on course execution

Department and Faculty Engagement

- Liaison with departments to better support their ongoing symposiums and workshops
- Recommend and support faculty with new CE course development
- Consult with faculty and support their ideas for new courses

Position Qualifications

- DDS, DMD or DH degree
- Experience running a continuing education program
- Familiarity with state licensing and accreditation requirements

Desired Qualifications

- Perspectives on trends and emerging needs in continuing education for the dental profession
- Experience in teaching and/or working at a higher education institution
- Experience in working collaboratively with faculty and other team members

How to Apply

Candidates will be asked to provide a CV, a statement potential to make contributions in the area of diversity, equity and inclusiveness and a letter of intent that describes their sense of vision for the CDE program at the School. A confidential selection process will be held.

Applications can be submitted via this link: <https://dent.umich.edu/about/faculty-recruiting>

U-M EEO/AA Statement

The University of Michigan is an equal opportunity/affirmative action employer.

Please direct any questions or inquiries about this position to Mark Fitzgerald, search committee chair, at markfitz@umich.edu.