

Duke University School of Nursing

Job Description: Division Chair (Administrative Appointment)

Last Updated: March 24, 2022

General Description

The Division Chair serves as the administrative officer for a community of scholars. The Division Chair leads, supports and facilitates mentorship of regular-rank DUSON faculty who are fulfilling the teaching, research, scholarship, practice and service missions of the School and the University. S/he advises faculty about career advancement and advises faculty about appointment, promotion, and tenure as appropriate. The Division Chair is responsible for faculty performance evaluations and for the performance evaluations of Division support staff. The Division Chair is responsible for the advancement and advocacy of the Division's foci through collaborations with other Division Chairs, faculty, School Associate Deans, and colleagues across Duke. The Division Chair is responsible for looking across the School's mission areas of teaching, research, scholarship, and practice and service and maximizing the potential of the Division's foci through strategic thinking, collaboration and advocacy.

Organizational Relationships

Terms