

JOB LISTING

Teaching Clinic Supervisor

Post Master's Certificate in Clinical Herbalism

Position Available: January, 2015
Posting Date: 11/24/2014
End Date: Open until filled

Maryland University of Integrative Health (formerly Tai Sophia Institute) is the leading academic institution for integrative health in the nation. For nearly 40 years, MUIH has educated and informed leaders in health and wellness through transformative and relationship-centered programs that draw from contemporary science and traditional wisdom. MUIH offers graduate degrees and certificates in a wide range of wellness fields, as well as programs for professional and personal development. MUIH's on-site Natural Care Center offers compassionate and affordable healthcare from student interns and professional practitioners.

Maryland University of Integrative Health (MUIH) is seeking a part-time Teaching Clinic Supervisor for its Post Master's Certificate in Clinical Herbalism. These important members of the instructional community – versed in blending current, evidence-based scientific knowledge and traditional herbal wisdom – support the learning experience of Clinical Herbalism student interns and the delivery of safe and effective client care in the University's Student Teaching Clinic. The Teaching Clinic Supervisor assists Lead Teaching Clinic Supervisors in creating a supportive learning environment for Clinical Herbalism student interns and guides and supervises student interns during clinical practice. Each Teaching Clinic Supervisor is a primary teaching contact throughout the student's clinical training.

This position is part-time and consists of 1 or 2 clinic shifts per month, typically scheduled on Sundays from 10 a.m. to 4 p.m., plus additional participation at meetings and events as specified below, and the total compensation is based on all clinic shifts and required meetings.

Responsibilities/Duties

Responsibilities/duties include, but are not limited to:

- Assist the Lead Teaching Clinic Supervisor in overseeing and coordinating student interns participating in clinic activities in Onsite and/or Web-based formats
- Offer similar support as the Lead Teaching Clinic Supervisor to student interns, limiting the scope of practice to return visits and/or deferring to the Lead Teaching Clinic Supervisor in difficult situations or in areas where there are questions
- Ensure and that each student receives appropriate supervision, assessment, progress monitoring, and feedback during his/her clinical training
- Ensure that clients receive appropriate treatment in the Student Teaching Clinic while allowing student interns to have a key voice in treatment design
- Provide direct oversight and guidance for all client consultations under his/her supervision
- Discern and remember the distinction between one's own practice and a beginner's practice when supervising student interns

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- Offer support, coaching, and motivation to facilitate students' successful completion of the clinical experience
- Remind, review, and teach all aspects of safe herbal practice
- Ensure that the policies and procedures of the Student Teaching Clinic are followed at all times, including:
 - Signing required areas on charts, student journal forms, and other documents
 - Ensuring that students are dressed appropriately, counseling and documenting if otherwise
- Make certain the treatment records of student interns meet the current standards established for the Student Teaching Clinic
- Model professional demeanor, clinical skill, and ethical behavior for student interns
- Serve as faculty advisor throughout the student's educational experience
- Attend an orientation, individual training, and supervisor meetings (approximately 4-6 hours per year)
- Follow MUIH's policies and procedures regarding vaccinations, health requirements, and occupational safety and health training
- Complete any and all documents required to be carried on the University's insurance and notifying the University of any claims against the insured or the insured's license
- Perform other duties as assigned

Qualifications

- Master's Degree in Herbal Medicine or related field
- Approval and registration with MUIH's Herbal Standards and Practices Committee
- Minimum of 2 years of experience in a part-time practice focused on herbal medicine
- Professional demeanor
- Excellent clinical abilities with a willingness to learn new skills
- Proficient practice management skills
- Highly developed interpersonal, and communication skills
- Commitment to supervising two clinic shifts per month

Note: Any offer of employment and continued employment will be contingent upon the applicant being accepted by the University's professional liability insurance carrier to serve in the role of Teaching Clinic Supervisor.

To apply: Interested individuals should forward their letter of interest and resume to our Office of Human Enrichment at jobs@muih.edu, referencing "1447 – Herbalism STC Supervisor" in the subject line of the email.

Applicants are considered on the basis of individual merit without regard to race, color, national or ethnic origin, gender, gender identity, sexual orientation, marital status, pregnancy, age, religion, disability, genetic information, or any other characteristic protected by law. Maryland University of Integrative Health is committed to acting, communicating, and educating in ways that recognize and honor the full range of human diversity.
Equal Opportunity Employer