

JOB LISTING

Manager, Strategic University Partnerships

Position Available: Immediately

Posting Date: 02/06/2015

End Date: Open until filled

Maryland University of Integrative Health is the leading academic institution for integrative health in the nation. For nearly 40 years, MUIH has educated practitioners in health and wellness through transformative and relationship-centered programs that draw from traditional wisdom and contemporary science. MUIH offers graduate degrees and certificates in a wide range of wellness fields, as well as programs for professional and personal development. In our on-campus Natural Care Center and community outreach settings, we provide compassionate and affordable healthcare from student interns and professional practitioners, and deliver more than 35,000 clinical treatments and consultations each year.

Maryland University of Integrative Health is seeking a talented individual to help develop strategic partnerships with other entities that share our passion for integrative health. Partnerships enrich our student experience, expose others to the philosophies and practices of integrative health, and forward the field through education, research, and clinical practice.

Currently reporting to the Provost, this is an onsite position working a flexible schedule of 10-15 hours per week to start.

Responsibilities/Duties

The position will:

- Serve as the project manager for university strategic partnerships
- Meet with potential strategic partners as part of a MUIH exploratory team
- Develop current partnerships with external organizations in order to create more opportunities for student internships in integrative health settings.
- Coordinate and manage day to day operations of MUIH external partnerships as they develop
- Assure frequent and timely communications with our strategic partners
- Assist with program design, criteria development, and selection process to recruit and select students for the MUIH external partnerships
- Working with Assistant Provost for Academic Assessment and Accreditation, design program and/or course evaluation for MUIH external partnerships
- Prepare, in coordination with academic departments, competency areas for supervised practice in the partnership sites
- Work with academic departments to identify faculty to participate in the strategic partnerships
- As appropriate, work with the marketing department to support the MUIH external partnerships
- Coordinate student and faculty orientations for the MUIH external partnerships
- Manage student participation in the partnerships
- Coordinate student internship rotation assignment schedules for external partnerships
- Act as a liaison to existing facilities and practice sites within the university strategic partnerships
- Perform other duties as assigned

JOB LISTING

Manager, Strategic University Partnerships continued (2 of 2)

Qualifications

Required:

- Bachelor's degree
- At least one year of successful account development or sales experience
- Project management experience
- High proficiency with Microsoft Office
- Exceptional organizational skills and detail orientation
- Highly developed interpersonal skills and exceptional communication skills (both written and verbal)

Preferred:

- Master's degree in an integrative health field
- Alumna of Maryland University of Integrative Health or background in health

To apply: Interested candidates should forward a cover letter (including salary requirements) and resume to the Office of Human Enrichment at jobs@muih.edu. Please reference "1502 – Partnerships Manager" in the subject line of the email.

Maryland University of Integrative Health is committed to being, communicating, and educating in ways that recognize and honor the full range of human diversity. 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.
Equal Opportunity Employer