



Position Open Notice

Director of Nursing

Thatcher, Arizona

College and Area Information:

Eastern Arizona College's District Offices are located in Thatcher, Arizona, a beautiful rural area with easy access to arid as well as mountainous recreation. The College is located approximately 125 miles northeast of Tucson and 165 miles southeast of Phoenix. EAC is a comprehensive community college offering five associate degrees across nearly 50 programs of study. Eastern Arizona College is the oldest member of the Arizona Community College system and is fully accredited by The Higher Learning Commission.

Position Summary:

The Director of Nursing reports to the Dean of STEM and Health Sciences and serves as the academic and administrative leader of the Nursing Program at Eastern Arizona College. This role provides strategic and operational oversight to ensure program quality, compliance with Accreditation Commission for Education in Nursing (ACEN) standards and Arizona State Board of Nursing (AZBN) requirements, continuous improvement, and effective clinical and instructional delivery, and prepares students for entry into the workforce as Registered Nurses.

Required Qualifications:

- Master's degree in Nursing from an accredited institution.
- Current Arizona Registered Nurse license in good standing or multistate privilege to practice in Arizona.
- Minimum of three (3) years of experience as a registered nurse providing direct patient care.
- Minimum of one (1) academic year of full-time experience teaching in or administering a nursing education program leading to licensure.
- Experience leading the development, implementation, assessment, and continuous improvement of academic or clinical learning environments.
- Demonstrated administrative, personnel, and budget management experience.
- Strong organizational and interpersonal skills, with the ability to work independently, collaboratively, and with limited supervision.

Preferred Qualifications:

- Doctoral degree in Nursing, Education, Leadership, or a related field.
- Additional relevant nursing or leadership certifications.
- Minimum of five (5) years of nursing experience, including involvement in professional organizations, committee service, and development of community and clinical partnerships.
- Minimum of three (3) years of experience in a higher education setting, preferably at the community college level.
- Experience in academic nursing leadership (e.g., program director, assistant director, department chair, dean, or similar roles).
- Experience with ACEN accreditation, including self-study, annual reporting, site visits, substantive change, and corrective action processes.
- Experience with Arizona State Board of Nursing (AZBN) program approval, reporting, and regulatory compliance.
- Experience leading initiatives related to NCLEX success, student retention, clinical education, simulation/lab operations, curriculum assessment, or program outcomes improvement.
- Experience supervising full-time and adjunct faculty, including faculty development, onboarding, workload planning, and evaluation.
- Experience with grant-funded initiatives, workforce partnerships, program expansion, or transfer and articulation pathways.

Essential Functions:

The Director of Nursing provides academic and administrative leadership for the Nursing Program in alignment with Eastern Arizona College policies, budget parameters, Arizona State Board of Nursing (AZBN) requirements, Accreditation Commission for Education in Nursing (ACEN) standards, and applicable state and federal regulations. The Director supports the mission, vision, and values of the College and models expectations of being Hungry, Humble, and Smart.

Program Leadership and Operations

- Lead planning, implementation, evaluation, and continuous improvement of the Nursing Program.
- Oversee program operations across classroom, lab, simulation, and clinical settings.
- Develop and implement short- and long-range plans aligned with accreditation standards, workforce demand, enrollment, and student success.
- Make decisions aligned with College policy, budget, accreditation, and institutional priorities.

Accreditation, Compliance, and Reporting

- Serve as the primary administrator for ACEN accreditation and AZBN program approval.
- Ensure ongoing compliance, including reporting, site visit preparation, and corrective actions.
- Maintain and enforce policies and procedures related to students, faculty, and clinical practice, including requirements for safe client care.

Curriculum, Assessment, and Outcomes

- Oversee curriculum development, implementation, and evaluation.
- Lead student learning outcomes assessment, curriculum alignment, and continuous improvement processes.
- Monitor and report key outcomes, including NCLEX-RN pass rates, retention, completion, and job placement.

Faculty and Staff Leadership

- Recruit, supervise, mentor, and evaluate faculty and staff.
- Support onboarding, professional development, workload planning, and retention.
- Promote clear expectations, accountability, and a collaborative, student-centered culture.

Clinical Education and Partnerships

- Ensure quality, capacity, and compliance of clinical experiences.
- Develop and maintain partnerships with clinical agencies, employers, and advisory groups.
- Represent the program with external partners, accrediting bodies, and regulatory agencies.

Student Success

- Support recruitment, advisement, retention, progression, and NCLEX preparation.
- Ensure student concerns, appeals, and conduct matters are addressed through appropriate processes.
- Promote a learning environment that supports safe practice and professional readiness.

Budget, Administration, and Collaboration

- Develop and manage program budgets and resource priorities.
- Oversee allocation of personnel, facilities, equipment, and instructional resources.
- Collaborate with faculty, College departments, and external partners to support program effectiveness.
- Ensure timely completion of reports, documentation, and program communications.
- Serve on committees and perform other related duties as assigned.

Knowledge, Skills and Abilities:

May be representative, but not all-inclusive, of those knowledge, skills, and abilities commonly associated with the job. The following list is representative, but not all-inclusive, of the knowledge, skills, and abilities commonly associated with this position.

- Applied knowledge of nursing education practices, including curriculum, clinical instruction, and student learning outcomes.
- Working knowledge of accreditation standards (ACEN), regulatory requirements (AZBN), and higher education policies sufficient to guide compliant program operations.
- Knowledge of budgeting, resource management, and data-informed program evaluation.
- Ability to lead program improvement through strategic planning, analysis of outcomes, and alignment with accreditation and workforce expectations.
- Ability to manage multiple priorities, deadlines, and complex projects with strong organizational skills and attention to detail.
- Ability to communicate effectively, both verbally and in writing, and build collaborative relationships with diverse stakeholders.
- Ability to exercise sound judgment, solve problems, and make timely, well-informed decisions.
- Ability to maintain confidentiality and handle sensitive information with professionalism and discretion.
- Ability to work independently while fostering a collaborative, accountable, and positive team environment.
- Strong interpersonal, leadership, and team-building skills.
- Strong analytical and critical thinking skills.
- Proficiency with Microsoft Office 365 and technology that supports communication, reporting, and operational efficiency.
- Ability to prepare accurate, timely, and professional documentation and reports.

Physical Abilities:

The physical demands described below are representative of those required to perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform these functions.

- Ability to use close vision and maintain focus.
- Regularly required to communicate verbally and hear.
- Frequently required to sit, stand, walk, and perform movements such as bending, reaching, and kneeling.
- Ability to lift and carry objects up to 15 pounds.
- Perform repetitive hand and finger movements, including typing and use of standard office equipment.
- Sufficient manual dexterity and hand-eye coordination to operate computers, telephones, and other office equipment.
- Work is primarily performed in an office environment.
- Regular attendance is an essential function of this position.

Working Environment:

Environmental or atmospheric conditions commonly associated with the performance of the functions of this job.

- Work is performed in an office environment under general office conditions.
- Exposed to moderate noise levels.
- May occasionally be exposed to bodily fluids.

Application Information:

Applicants should submit a letter of application addressing each of the required and preferred qualifications and describing experience related to the position responsibilities, a vita, transcripts (if copies are sent, official transcripts must be on file prior to the date of hire), a signed copy of the EAC application form, available on EAC's website ([EAC Application Form](#)). Application materials can be emailed to careers@eac.edu or mailed to the address listed below:

Eastern Arizona College
Human Resources – SS 209
615 N. Stadium Avenue
Thatcher, AZ 85552-0769

The submission of all required application materials for the screening committee's review is the responsibility of the applicant. Applicants must be prepared to interview at their own expense.

Closing Date:

The position will remain open until it is filled. Review of applications will begin immediately and continue until the successful candidate is identified. The anticipated start date for the position is July 1, 2026.

Compensation and Position Availability:

The initial salary range for this position is \$101,124 - \$123,877 per year, depending on experience. The position also offers an excellent employee benefits package.

Questions:

Human Resources Department
Voice: (928) 428-8915
FAX: (928) 428-2578
E-mail: Careers@eac.edu

EASTERN ARIZONA COLLEGE IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

Eastern Arizona College is in compliance with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and the Rehabilitation Act of 1973, and does not discriminate on the basis of race, creed, color, national origin, disability, age, or sex in any of its policies, practices, or procedures. This includes, but is not limited to, admissions, employment, financial aid, educational services, programs and activities.

Eastern Arizona College complies with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, 20 U.S. Code § 1092(f) and the Higher Education Opportunity Act of 2008, by distributing an Annual Security and Fire Safety Report. The report is intended to inform the campus community of campus safety information, Clery Act crime statistics, on-campus housing fire data and statistics, and policies and procedures relating to sexual violence, emergency response, and other safety factors. A copy of EAC's Annual Security and Fire Safety Report can be found at <https://eac.edu/student-life/campus-safety.php>. Additional copies are available at the Alumni Library (Thatcher Campus), the Learning Resource Center (Payson Campus), and the library (Gila Pueblo Campus). A paper copy of the report will be provided upon request at EAC's District Office, located at 615 N. Stadium Avenue, Thatcher, AZ.

A daily crime log listing all criminal and alleged criminal incidents reported to campus police/security is available on-site, during normal business hours, at each of the campuses: EAC Police Department, located at 620 N. College Avenue, Thatcher, AZ (Thatcher Campus); Gila Pueblo Campus Administration Office, located at 8274 Six Shooter Canyon Road, Globe, AZ (Gila Pueblo Campus); and Payson Campus Administration Office, located at 201 N. Mud Springs Rd., Payson, AZ (Payson Campus). A fire log containing all reported fires that occurred at any of EAC's on-campus student housing facilities is available during normal business hours at the Housing Office, located at 900 N. College Avenue, Thatcher, AZ.