Director, Simulation & Clinical Skills Centers

HEJ higheredjobs.com/search/details.cfm

Job Type: Full time

Job Number: 2025-09532

Location: SLU Saint Louis, MO

Who is Saint Louis University? Founded in 1818, Saint Louis University is one of the nation's oldest and most prestigious Catholic universities. SLU, which also has a campus in Madrid, Spain, is recognized for world-class academics, life-changing research, compassionate health care, and a strong commitment to faith and service.

JOB SUMMARY

The Director of Simulation & Clinical Skills Operations oversees staff, curriculum, data collection & reporting, and the development and maintenance of policies and procedures in Saint Louis University's (SLU) School of Medicine (SOM) Simulation Center and Clinical Skills Center. This position serves an essential function in the SLU SOM Simulation Center, a 5,000 square foot space providing high-fidelity simulation, procedural training, and ultrasound education, as well as the SLU SOM Clinical Skills Center, a 5,200 square-foot space providing clinical skills teaching and assessment. Under the medical directorship of the Associate Dean of Simulation and Clinical Skills, this key educational leadership role contributes to the strategic vision of the Simulation and Clinical Skills Centers, alongside SLU SOM leadership. This position's primary responsibilities include operations oversight, educational oversight, data collecting & reporting, and financial tracking & budgeting. This is an in-person position reporting to the Associate Dean of Simulation and Clinical Skills.

PRIMARY JOB RESPONSIBILITIES

Strategic Leadership

- Provides input on vision and long-term strategy for the Simulation Center and Clinical Skills Center, in alignment with SLU SOM educational program objectives and national trends
- Ensures compliance with accreditation standards, such as the LCME and CAAHEP
- Serves on SLU SOM curriculum committees, in order to understand and represent simulation and clinical skills programmatic needs
- Supports, supervises, and trains staff to enhance program outcomes; staff members include the Clinical Skills Center Manager, Simulation and Clinical Skills Coordinator, Standardized Patient Coordinator, and Simulation Education Specialist; in addition to a part-time ACLS/BLS Coordinator

Simulation and Clinical Skills Operations

- Revises and implement workflow, policies, and procedures in the Simulation Center and Clinical Skills Center, in order to support continued growth in educational programs
- Maintains and improves current operation needs, including management of staff, facilities, standardized patients, equipment, curriculum repositories, and outcome data
- Integrates new technologies, such as Artificial Intelligence (AI) platforms, in educational and evaluative processes
- Leads routine meetings with faculty and staff to ensure equipment and inventory updates, timely scheduling, and general readiness for educational sessions

Simulation and Clinical Skills Education

- Liaises with SLU SOM educational leadership and faculty to assess curricular needs and strategically embed education to enhance learner outcomes
- Oversees the standardized patient program, including recruitment, training, continuing education, and assuring adherence to the standards of SLU SOM education
- Oversees and assists in readiness for simulation-based education, including cleaning, storing, and organizing simulation equipment, medical devices, and other items
- Remains up-to-date on simulation-based and standardized patient-based educational methodologies and technologies through self-directed learning, professional networking, regional and national conferences, and other avenues
- Upholds an effective space for teaching, learning, student confidentiality, psychological safety, and physical safety

Data Collection and Reporting

- Revises and improves data collection measures to accurately assess and report resource needs, student outcomes, and educational impact
- Aligns data measures with reporting standards, data management systems, and educational goals in SLU SOM
- Prepares annual reports on Simulation Center and Clinical Skills Center finances, utilization, programming, and effectiveness

Budget Development and Implementation

- With oversight from the Associate Dean of Simulation and Clinical Skills, forecasts capital expenditures and manage the budget
- Manages vendor relationships, equipment ordering, preventative maintenance, repairs, and inventory
- Processes invoices, interdepartmental orders, and purchase requisitions for all simulation related activities
- Oversees training and hiring costs related to the standardized patient program
- Advises on Simulation Center and Clinical Skills Center purchases to ensure a balanced and realistic budget for sustainable educational programming

Other

Performs other duties and projects as assigned

KNOWLEDGE, SKILLS, AND ABILITIES

- Understanding of the principles and practices of simulation and standardized patient-based education
- Understanding of the functions, roles, and responsibilities of a simulation center
- Understanding of the implementation needs of standardized patient programs and objective structured clinical examinations
- Proficiency in computer hardware equipment and software applications relevant to simulation and standardized patient-based education
- Strong written and verbal communication skills
- Ability to set priorities and make critical decisions
- Ability to manage a multidisciplinary team of staff
- Ability to relate to students, staff, faculty, and the public
- Ability to lift medical equipment and push wheeled devices, such as patient beds

MINIMUM QUALIFICATIONS

- Bachelor's Degree or Postgraduate Clinical Degree, such as RN, MSN, DNP, BSRT/RRT, MMS-AA, or similar
- Ten years of relevant professional experience

PREFERRED QUALIFICATIONS

- Previous higher education leadership experience
- Certified Healthcare Simulation Educator experience
- Association of SP Educator affiliation

Function

SOM Education

Scheduled Weekly Hours:
40

Saint Louis University is an equal opportunity/affirmative action employer. All qualified candidates will receive consideration for the position applied for without regard to race, color, religion, sex, age, national origin, disability, marital status, sexual orientation, military/veteran status, gender identity, or other non-merit factors. If accommodations are needed for completing the application and/or with the interviewing process, please contact Human Resources at 314-977-5847.