Western Oregon UNIVERSITY
Human Resources
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Director of Occupational Therapy

Recruitment #: S2664
Review Date: Open | Open until filled
Department: Occupational Therapy
Salary Range: $124,988 - $147,045

About Western Oregon University:
Western Oregon University is a regional public, mid-sized university – committed to changing lives, strengthening communities and transforming our world. Located in Monmouth, the heart of Oregon's lush Willamette Valley, WOU is about 20 minutes from Salem, the state's capital and about 75 minutes from Portland, the state's cultural hub.

Western is one of Oregon's oldest public institutions of higher education and was incorporated into the state system as a teacher training institution in 1882. The university offers undergraduate and graduate degrees in arts and sciences, education and professional areas. It's known for small class sizes, a focus on sustainability and a diverse liberal arts education in a student-centered environment. Western is a Hispanic Serving institution, with over 40% of undergraduates being students of color.

Position Summary:
The Director of Occupational Therapy collaborates with university leadership to ensure alignment between the programs mission, aims, and goals and those of the University. . The Director ensures that all accreditation standards, as determined by the Accreditation Council for Occupational Therapy Education and by the Northwest Commission on Colleges and Universities, are met on an ongoing basis. The Director is responsible for providing leadership, vision, planning, and supporting the growth, excellence, and success of the OTD program. This includes administering and managing the various program operations, as well as oversight of the curriculum, maintenance of accreditation, maintaining the OTD facilities, recruitment and admission processes, program budget and resources, clinical programs, and data recording and reporting processes for clients, faculty, staff, and student clinicians. The Director supervises and mentors OTD faculty and staff, and mentors and teaches OTD students.

The Director cultivates and maintains external partnerships with community stakeholders, and local/regional and national organizations. The Director works with Academic Affairs leaders to facilitate strategic initiatives for the OTD program and to support student success and academic excellence. This position also collaborates with diverse partners across Academic Affairs and WOU and promotes diversity, equity, and inclusion within the OTD program and WOU.

This position is the Director of the Occupational Therapy Doctoral (OTD) Program, a program that launched its first cohort Fall 2024 and is completing the final steps of ACOTE accreditation fall 2026. The OTD program is located within the Behavioral Science Division, which is within the College of Liberal Arts and Sciences. The OTD program currently serves 62 students over 3 cohorts. Once fully established the program will serve up to 120 students across 3 cohorts.

In accordance with ACOTE standards, the OTD program director must be an occupational therapist eligible for licensure within the State of Oregon and must hold a doctoral degree awarded by an institution that is accredited by a USDE-recognized institutional accrediting agency. Doctoral degrees awarded by institutions in countries other than the US must be reviewed and approved by ACOTE.

Click here for the complete position description which includes knowledge areas and preferred qualifications.

Required Qualifications: Please ensure your application materials clearly demonstrate how you meet the

following:

- Doctoral degree or equivalent (Ph.D., J.D., Ed.D.) in Occupational Therapy, awarded by an institution that is accredited by a USDE recognized institutional accrediting agency
- Initially certified occupational therapist who is licensed or eligible for licensure in Oregon
- 8+ years of documented experience in the field of Occupational Therapy, which must include:
    - Clinical practice experience as an occupational therapist.
    - Administrative experience including, but not limited to, program planning and implementation, personnel management, evaluation, and budgeting.
    - Scholarship (e.g. scholarship of application, scholarship of teaching and learning).
    - Understanding of the role of the occupational therapy assistant.
- 4+ years of experience as a faculty member with teaching responsibilities at the post baccalaureate level.

How to Apply: Please upload the following required materials within the application portal.

Applications missing any of the required documents will not move forward for consideration. Please include only the materials listed below:

1. WOU Employment Application available here
2. Cover Letter that outlines your qualifications and how they align with the required qualifications
3. Resume/CV
4. Unofficial transcripts for your highest degree earned
5. Reference form available here

Background and Education Verification:
As a condition of employment, the selected candidate must successfully complete a criminal background check. For positions that require a formal degree as a minimum qualification, the university will also verify educational credentials.

Benefits:
Western Oregon University offers an excellent benefits package for eligible employees which includes 95% premium paid healthcare, a generous retirement and vacation package, and reduced tuition rates for employees, spouse or dependent at any of the Oregon Public Universities. http://www.wou.edu/hr/benefits/

Equal Employment Opportunity:
Western Oregon University is an equal opportunity employer. We do not discriminate based on race, color, national origin, gender, gender identity, sexual orientation, age, disability, religion, veteran status, or any other characteristic protected by law. We embrace our differences and know that our diverse team is a strength that drives our success.

Requests for Accommodation:
Western Oregon University is committed to developing a barrier-free recruitment process and work environment. Applicants who need disability-related accommodations to participate in the application or hiring process are encouraged to contact leaveandaccommodations@wou.edu.

Veterans Preference
Applicants are eligible to use Veterans' Preference when applying with Western Oregon University in

accordance with ORS 408.225, 408.230 and 408.235; and OAR 105-040-0010 and 105-040-0015. Preference will be given only if the applicant meets the minimum criteria of the position and electronically attach the required documentation at the time of application. For information regarding Veterans' Preference qualifications, visit http://www.oregonjobs.org/DAS/STJOBS/vetpoints.shtmlq

Due to the high volume of applications we receive, we are unable to provide individual updates on application status. Applicants are encouraged to regularly check the status of the search through the WOU employment website. We appreciate your interest in employment at Western Oregon University and thank you for considering WOU as your employer.

TOGETHER WE SUCCEED