



Bomi Community College



JOB VACANCY ANNOUNCEMENT

Job Title	: Midwifery Program Coordinator
Report To	: Dean of Nursing/Midwifery Program
Appointment type	: Full-time
Salary	: Commensurate with education and experience
Duty Station	: Tubmanburg, Bomi County, Republic of Liberia
Advertised on	: September 9, 2024
Application Deadline	: September 16, 2024

Background

Bomi Community College (BCC) is a public land-grant government-supported institution of higher learning located in Tubmanburg City, Bomi County. BCC was established since August 2005 and accredited by the National Commission of Higher Education in 2009 and was subsequently enacted by an Act of Legislature on September 19, 2012 with mandate to administer higher education and research within the Western Region (Bomi, Grand Cape Mount, Gbarpolu and Rural Montserrado Counties) in Liberia. BCC strives to prioritize students most urgent needs, empowering lives, promoting quality and professional development for youthful population in the region. It offers Associate of Arts degrees in agriculture, business, education, nursing, criminal justice and certification in TVET with specialization in masonry, plumbing and carpentry. BCC also offers a 'C' Certificate extension program in teacher-training education in Bopolu, Gbarpolu County. All academic programs and TVET are accredited by the National Commission on Higher Education, Liberian Board of Nursing and Midwifery and other relevant capacity skills building and higher educational authorities in Liberia.

Job Description Summary

The Midwifery Program Coordinator at Bomi Community College is a pivotal role responsible for the effective management, coordination, and development of the midwifery program. This individual will ensure the smooth functioning of the program, maintain high educational standards, and foster a positive learning environment for students pursuing a career in midwifery.

The Core Responsibilities are:

Program Management:

- Develop and implement a comprehensive program plan, including curriculum design, course scheduling, and assessment strategies.
- Monitor program progress and identify areas for improvement or adjustment, ensuring alignment with the National Commission on Higher Education standards, Bomi Community College mission, vision and objectives and the regulatory requirements of the Liberian Board for Nursing and Midwifery.
- Collaborate with faculty to maintain the quality and relevance of the curriculum, integrating best practices and current trends in midwifery.
- Facilitate regular program reviews and updates to meet the changing needs of students and the profession.
- Oversee program admissions processes, ensuring fair and transparent selection criteria.

- Maintain accurate records related to student progress, faculty performance, and program outcomes.

Student Support:

- Provide guidance and support to students throughout their academic journey, addressing academic and personal challenges as needed
- Collaborate with student services to offer resources, counseling, and other forms of support that enhance student success and well-being.
- Foster an inclusive and respectful learning environment that accommodates diverse student backgrounds and experiences.

Faculty Coordination:

- Recruit, onboard, and supervise faculty members teaching in the midwifery program.
- Organize professional development opportunities for faculty to enhance teaching methodologies and stay current with developments in midwifery education.
- Foster a collaborative and cooperative culture among faculty members to optimize program delivery.

External Relationships:

- Cultivate partnerships with local healthcare facilities, hospitals, and clinics to facilitate clinical placements for students.
- Collaborate with professional midwifery associations and regulatory bodies to ensure program alignment with industry standards and licensure requirements.
- Engage with the community to promote the midwifery program and highlight its benefits to potential students.

Educational Qualifications:

- Earned a master's degree in midwifery education.
- Clinical experience in midwifery and a current license.
- Previous experience in academic program coordination, preferably in a healthcare or educational setting.
- Strong organizational and project management skills.
- Excellent communication and interpersonal abilities.
- Familiarity with curriculum development, assessment strategies, and educational technology.
- Knowledge of accreditation standards and regulatory requirements in the field of midwifery education.

Application Process:

Interested Liberian can apply, should submit application documents electronically to bcc.hr22@gmail.com. Alternatively, you may place your application documents in a sealed envelope and delivered to: Human Resource Director, Bomi Community College, Fatorma Compound, Tubmanburg City, Bomi County, Republic of Liberia. In addition, you are to submit three (3) letters of recommendation (Community, Religious head and professional), copy of national ID card, social security ID card and bank account details in both USD and LRD.