

**AMERICAN UNIVERSITY OF BEIRUT MEDICAL CENTER
HUMAN RESOURCES DEPARTMENT**

July 15, 2010

TO : Deans, Directors, Heads of Academic and Administrative Departments
FROM : Human Resources Department - AUBMC
SUBJECT : VACANCY IN THE NURSING SERVICE DEPARTMENT

The Nursing Service Department has an opening for the position of Director of Nursing above grade 12. Since this provides an opportunity for PROMOTION from within, kindly circulate this information and/or post it in your area of jurisdiction so that those interested and having the minimum qualifications may apply.

I. Basic Functions:

The Director of Nursing will be responsible for planning, directing and evaluating activities of the nursing services at AUBMC. He/She provides leadership and direction in all nursing matters, and sustain the standards of practice throughout the organization in line with ANA standards; participates with senior leadership, management, and medical staff in the decision-making pertaining to processes and outcomes of the organization; fosters a nursing environment in which collaboration is valued and excellence in clinical care, ethics, professional development and research is promoted and achieved.

II. Minimum Requirements:

- a. Master's Degree in Nursing Administration. PhD in a related field is an advantage.
- b. More than ten (10) years of increasing responsibility in clinical nursing management in acute care accredited (preferably Joint Commission) tertiary care medical center including nursing services administration.
- c. Strong interpersonal and communication skills and the ability to work effectively with a wide range of constituencies in a diverse community.
- d. Excellent leadership and problem-solving skills.
- e. Excellent command of English.

Interested applicants are invited to fill the online application with their CVs attached prior to September 30, 2010 on the following link: <http://www.aubmc.org.lb/hremp/>

For Internal Applicants: In addition to the updated C.V., a letter of intent should be addressed to the Human Resources Department with a copy to the concerned Supervisor(s).

Within the framework of Lebanese Law, the American University of Beirut is an equal opportunity employer.



**Dania Baba Wazzan, PhD
Director, Human Resources Department**