

Position: Clinical Coordinator
Department/Site:

Position Number:

- Student admission and clinical onboarding submissions
- Faculty hiring and clinical onboarding submissions
- Participate in instructor and preceptor recruitment processes by building relationships, attending events, and networking with healthcare professionals in a variety of settings.
- Performs other related duties as assigned.

KNOWLEDGE AND ABILITIES:

- Computer skills
- Data collection and analysis
- Advanced written and verbal communication skills
- Organizational skills