

**JOB INFORMATION**

Effective Date	2/13/2023
Job Code:	2362
Job Title:	Clinical Director, HHPI
Salary Grade/Structure:	080 - Admin-Professional
Career Level Name:	
FLSA Name:	Exempt
EEO Code:	10-Exec, Admin, Mgmt
Job Function:	Academic Affairs
Job Family:	Institutional Research
Job Summary	The Clinical Director for the Health and Human Performance Institute serves a critical leadership role, leading the development and overseeing of research and clinical programs. Provides oversight and appropriate training to the institute staff, ensuring research programs are safely and effectively implemented. Serving as the primary community liaison, the Clinical Director fosters relationships and strategic partnerships with healthcare-related organizations, school districts, and sports clubs or teams, providing continued growth and progress toward the institute's vision and mission. Some travel may be required

**COMPETENCIES**

Competencies

Please refer to the UHCL Human Resources webpage for UHCL core competencies for all eligible job levels.

**QUALIFICATIONS**

Education

Education Level	Education Details	Required/Preferred	
Doctoral Degree	Terminal degree in Kinesiology or related field.	Required	

Work Experience

Experience	Experience Details	Required/Preferred	
Progressive	Progressive experience implementing human performance and clinical research and/or clinical services in an academic setting.	Required	
Less than 3 yrs	Experience supervising students in research.		

Licenses and Certifications

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/Preferred	
	Certified Athletic Trainer Eligible for licensure in Texas.	Upon Hire	Required	

## Licenses and Certifications

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/Preferred	
	Certified by the National Board of Certified Counselors.	Upon Hire	Preferred	

## Knowledge, Skills and Abilities

KSAs	Proficiency
• Knowledge of clinical procedures.	Skilled
• Excellent communication skills both written and oral.	Proficient
• Ability to meet deadlines and make decisions.	Skilled
• Knowledge of spreadsheet creation and editing.	Skilled
• Knowledge of Microsoft Access.	Proficient

## JOB RESPONSIBILITIES

Campus Security Authority

Remote Work Capable

## Essential Functions

Essential Function	% TIME
• Develops, executes, and oversees all clinical operations within the UHCL Health and Human Performance Institute.	25%
• Charged with overseeing graduate student assistants, ensuring world-class programming and research is conducted.	20%
• Serves as quality control on research, ensuring students have appropriate training to implement testing.	10%
• Evaluates institute clients as needed providing appropriate rehabilitative exercise programming.	10%
• Serves as a lead in community outreach, establishing connections with local physicians, school districts, sport clubs, and rehabilitation facilities.	10%
• Develops and implements emergency action plan for the HHP.	10%
• Serves as a senior leader on the board of directors.	5%
• Collaborates with division leads to ensure objectives are progressing.	5%
• Performs all other duties as assigned.	5%

## PRE-EMPLOYMENT

MVR:	No
Criminal History:	Yes
Physical Exam:	No
Hearing Exam:	No
Pulmonary Function Test:	No

## PHYSICAL DEMANDS/WORKING CONDITIONS

Office and Administrative Support

### Physical Demands

Physical Demand	N/A	Rarely	Occasionally	Frequently	Constantly	Weight
Standing			X			
Walking			X			
Sitting					X	
Lifting		X				
Carrying		X				
Pushing		X				
Pulling		X				
Climbing		X				
Balancing		X				
Stooping		X				
Kneeling		X				
Crouching		X				
Crawling		X				
Reaching		X				
Handling			X			
Grasping			X			
Feeling		X				
Talking					X	
Hearing					X	
Repetitive Motions				X		
Eye/Hand/Foot Coordination				X		

### Working Environment

Working Condition	N/A	Rarely	Occasionally	Frequently	Constantly
Extreme cold		X			
Extreme heat		X			
Humidity		X			
Wet		X			
Noise			X		
Hazards		X			
Temperature Change		X			
Atmospheric Conditions		X			
Vibration		X			

### Travel Requirements

Estimated Amount	Brief Description