

**Campbellsville**  
UNIVERSITY



**SITE DIRECTOR FOR THE PHILLIPS MASTER  
OF MARRIAGE AND FAMILY THERAPY PROGRAM**

# ABOUT CAMPBELLVILLE UNIVERSITY

Founded in 1906, **Campbellville University is a private Kentucky-based Christian institution dedicated to academic excellence solidly grounded in the liberal arts.** The University's main campus is located in the city of Campbellville, with regional sites throughout Kentucky and in Los Angeles and Ontario, Canada. Core values include fostering academic excellence; providing an environment conducive for student success; upholding the dignity of all persons; valuing diverse perspectives within a Christ-centered community; and modeling servant leadership through effective stewardship.

Campbellville University, ranked in *U.S. News*' "America's Best Colleges" Top 100 Regional Universities of the South, offers its 9,769 (Fall 2023) students **more than 120 programs of study** including Ph.D., Doctorate of Chiropractic, 31 master's programs, as well as 12 certificate/endorsements. Additionally, there are 57 fully online academic programs, including six associate's,



President, Dr Joseph Hopkins

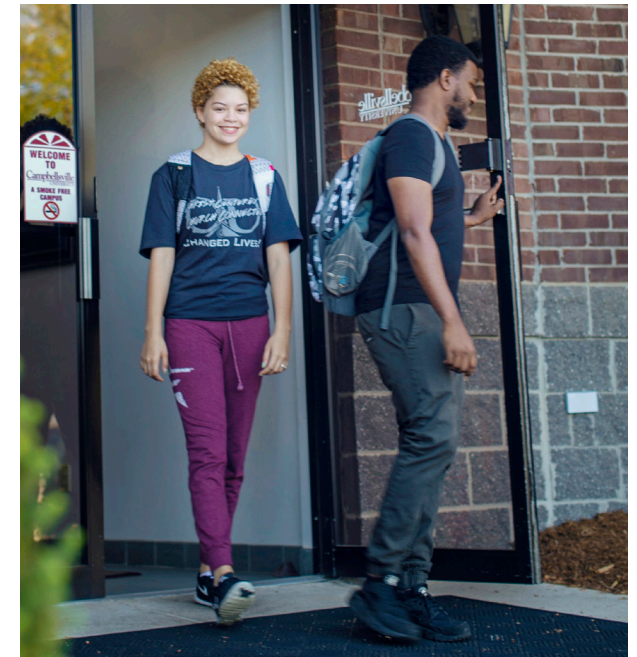
eight bachelor's and 31 master's degrees, as well as 12 certificates/endorsements. Most recently, Campbellville University opened the first and only school of Chiropractic Medicine in Kentucky, which is located in Harrodsburg at the Conover Educational Center.

The University is home to a diverse student population with minorities and underrepresented students making up 12% of the domestic and 49% of the combined domestic and international populations representing 95 countries.

**Dr. Joseph Hopkins was named President of Campbellville University in February 2022.** Previously, he served as Dean of the Samford University (AL) School of the Arts, Dean of the

Petrie School of Music at Converse College (SC), and Chair of the Department of Music at the University of Evansville (IN). He founded the Harlaxton International Chamber Music Festival and served on the faculty of the Operafestival di Roma (Rome, Italy). In addition, Dr. Hopkins holds degrees from Shorter College, Baylor University and Indiana University. He completed a diploma from the Institute for Management and Leadership in Education at Harvard University and was named a Fulbright Senior Specialist to Indonesia. He has presented and published with national and international arts and administration conferences.

Campbellville University's flagship campus is located one-half mile from downtown Campbellville, 82 miles southwest of Lexington, and 80 miles southeast of Louisville. Additionally, the University has off-campus centers throughout the Commonwealth in Louisville, Harrodsburg, Hodgenville, Owensboro, Somerset and Windsor-Ontario.



# ABOUT THE PHILLIPS MASTER OF MARRIAGE AND FAMILY THERAPY PROGRAM AT THE LOS ANGELES EDUCATION CENTER

The foundation of Campbellsville University's **Los Angeles Education Center (LAEC)** is its Phillips Master of Marriage and Family Therapy program. The Phillips MMFT program traces its roots to the beginnings of family therapy in the early 1970s. For more than 50 years, the MMFT program has provided educational and community mental health services in Los Angeles' San Fernando Valley. Currently, the MMFT program teaches classes and offers psychotherapy from a beautiful campus in Encino, California.

The LAEC is **located at the base of the Santa Monica Mountains**, north of Bel Air and Brentwood, and surrounded by Sherman Oaks, Reseda, and Tarzana. Encino is a mix of urban and suburban, with a suburban feel and layout. It has a population of 47,279 and is considered one of the best places to live in California. **Encino is home to lakes, picnic areas, golf, walking trails, many parks and fine dining.** Typical of Los Angeles, Encino has a mix of Mediterranean, Spanish, midcentury modern, bungalow, and Cape Cod-style living spaces. The campus is located near two major freeway arteries and is central to many key locations in Los Angeles.



## CAMPUS LOCATIONS

### FALL 2023

MAIN CAMPUS	1950
ONLINE	1753
LOUISVILLE	4042
HARRODSBURG	406
SOMERSET	147
LOS ANGELES	80
DUAL CREDIT SCHOOLS	1109
OTHER*	282

\*Other includes Belize, CKCA, CUTTC, E-Town, Garrard Co., Hodgenville, Isaiah House, Owensboro, Paris, and Zijing (China) sites.

For more information about the University, visit:  
[www.campbellsville.edu](http://www.campbellsville.edu)



Louisville - Ella Louise "Lou" Montgomery Building



Harrodsburg - Conover Education Center



Hodgenville - The Brockman Center



Los Angeles Education Center



# ABOUT THE POSITION

Campbellsville University’s Los Angeles Education Center (LAEC) is seeking a dedicated and visionary leader to serve as the Site Director for the Phillips Master of Marriage and Family Therapy (MMFT) program.

Reporting to the University’s MMFT Program Director, the MMFT Site Director will play a pivotal role in leading and managing the MMFT program around (1) student recruitment, progress, retention, program completion, and career success; (2) faculty recruitment, motivation, development, and retention; (3) curriculum development, instructional excellence, and innovation to meet market expectations; and (4) ensuring the University’s and program’s expectations and goals are aligned for achievement.

In addition, the MMFT Site Director will serve as a core faculty member in the program with certain teaching responsibilities in the specialization area. The position requires a dynamic individual with a commitment to Campbellsville University’s Christ-centered mission focused on demonstrating charity towards others and our environment, seeking to be a source of encouragement and hope, and equipping students to be servant leaders.

## KEY RESPONSIBILITIES

### *Leadership and Management*

- Works collaboratively with Campbellsville administrative personnel
- Works collaboratively with the MMFT Program Director to develop new programs and the budget for the program
- Oversees all aspects of the program to include developing class schedules, ensuring faculty assignments to classes, conducting faculty

meetings, assessing activities and programs, and providing feedback for planning and operational activities

- Leads and manages the MMFT program around compliance with regulatory and accrediting agencies including the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), Commission on Accreditation for Marriage and Family Therapy Education (COAMFTE), the California Board of Behavioral Sciences, and the California Board of Private Postsecondary Education



## ***Student-Related Responsibilities***

- Promotes the program with prospective students
- Mentors and advises students
- Collaborates with faculty regarding student participation and progress
- Consults with advisors on student academic issues
- Enforces student policies as stated in the Student Handbook
- Monitors all activities related to students enrolled in the program
- Meets with student representatives each semester and addresses their concerns

## ***Faculty-Related Responsibilities***

- Serves as a core faculty member in the program with certain teaching responsibilities in area of specialization
- Recruits and participates in the hiring process for all program faculty (clinical and adjunct)
- Trains and develops faculty, professional staff, and support staff to meet the goals
- Conducts annual and comprehensive evaluations of faculty and staff



## ***Curriculum and Instruction***

- Works with faculty to ensure curriculum consistency and to foster innovation
- Solicits and reviews new course proposals
- Leads the program to develop and revise department curricula and instructional practices
- Oversees annual evaluation and improvement of Student Learning Outcomes (SLOs)





### ***Institutional Responsibilities***

- Participates in the Campbellsville Academic Affairs Council concerning the program
- Enhances collaboration between the MMFT program, other LAEC programs, and Campbellsville University
- Participates in the development, recommendations, and systematic review of academic policies and procedures at both the program and institutional level
- Serves as program representative to local, regional, and national professional and/or accrediting bodies as appropriate for the professional discipline and/or as determined by Senior University Leadership
- Represents the program to internal and external academic communities, alumni, business and industry, government, foundations, and the general community
- Honors the mission of Campbellsville University and complies with policies and practices

Individual employees are expected to conduct themselves, both on and off campus, in a manner becoming an employee of a Christian institution. The employee should uphold the highest standards of conduct in terms of honesty, truthfulness, respectful attitude, and conduct toward others. Each individual associated with Campbellsville University is to perform his or her daily responsibilities mindful of the intent of the institutional mission statement and core values.



## QUALIFICATIONS

The ideal candidate will possess these qualifications:

- Earned doctoral degree preferred, but ABD will be considered, in any mental health field from an accredited institution of higher learning
- Licensed Marriage and Family Therapist in California or another state who is eligible for licensure in California
- Five years or more as a full-time faculty member or department head at the college or university level
- AAMFT Approved Supervisor or Supervisor Candidate or willingness to achieve
- Demonstrated commitment to Campbellsville University's mission and its students as well as the MFT profession



# ABOUT THE CAMPBELLSVILLE COMMUNITY

Established in 1817, Campbellsville is an historic small city and the county seat of Taylor County, which, due to its shape, is known as **“the heart of Kentucky.”**

**Breaming with southern hospitality and charm,**

Campbellsville has been listed by the Kentucky Chamber of Commerce as

a Certified City since 1987. Its 10,604 residents (22,927 in Taylor County) enjoy award-winning school systems, an outstanding health care facility, extremely low cost of living, and a diverse, vibrant economy with a strong business and employment base.

Outdoor enthusiasts will love **Green River Lake**, an 8,200-acre recreational

paradise that provides ample boating, camping, fishing, and hiking opportunities. History buffs will be fascinated by dozens of historic sites including **Civil War battlegrounds and Confederate hospitals.**

Downtown’s Main Street offers a charming variety of shops and eateries, as well as many buildings noted on the

National Register of Historic Places.

For those desiring a day trip, Campbellsville is approximately 85 miles from the larger cities of Louisville, Lexington, Bowling Green and Somerset. Taylor County is within a day’s drive of many major metropolitan areas, including Atlanta, Chicago, St. Louis, Nashville and Cincinnati.





# ABOUT THE ENCINO COMMUNITY

Encino, a neighborhood in San Fernando valley, is located **28 miles from downtown Los Angeles**, California with a population of 47,279. Encino is in Los Angeles County and is one of the **best places to live in California**. Living in Encino offers residents an urban feel and most residents own their homes. The **Encino**

**Commons**, known as the “Valley’s Miracle Mile” offers a unique collection of eateries, shops and theaters in the Valley. With a diverse mix of shopping, dining and entertainment options, this is a part of the Valley with a rich history and unparalleled resources.

By 2000, forty-six percent of Encino residents aged 25 and older had earned a four-year degree, a high percentage for both the city and the county. The percentage of those residents with a master’s degree or higher was also high for the county.

For more information, visit  
[encinochamber.org](http://encinochamber.org)





**To apply for this position, visit:**  
[highereducationleadershipsearch.com/candidate-portal-form](https://highereducationleadershipsearch.com/candidate-portal-form)

**To nominate someone for this position, e-mail:**  
[nominations@highereducationleadershipsearch.com](mailto:nominations@highereducationleadershipsearch.com)

**Geralyn McClure Franklin, Ph.D.** will be assisting Campbellsville University with the search. If you have questions or would like to have a confidential conversation about the position, call **256-239-2305** or e-mail: [geralynf@highereducationleadershipsearch.com](mailto:geralynf@highereducationleadershipsearch.com)

**Candidates for this position  
will be considered through  
May 17, 2024.**



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