

Director, Respiratory Therapy Program
Lee College

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Posted Nov. 11, 2025, set to expire Mar. 28, 2026

Job Title Director, Respiratory Therapy Program
Department
Institution Lee College
Baytown, Texas

Date Posted Nov. 11, 2025

Application Deadline Open until filled
Position Start Date Available immediately

Job Categories Director/Manager

Academic Field(s) Health Sciences

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Job Description

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Director, Respiratory Therapy Program

Salary: \$120,000 - \$140,000

Job Type: Full-Time

Job Number: FY2300627

Location: Main Campus - Baytown, TX

Division: Provost/Academic & Student Affairs

Position Overview

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Starting Salary Range is \$120,000 - \$140,000. The initial salary offer is commensurate with education and related work experience.

The Director will oversee the design, development, and implementation of the Respiratory Therapy program, including securing accreditation, building curriculum, recruiting faculty, and planning for student enrollment. The Director will report to the Executive Director of the Branch Campus in Mont Belvieu, TX.

This position will begin remotely with a focus on strategic planning and infrastructure development, transitioning to an on-campus leadership role upon program launch. The position will be based at the branch campus Mont Belvieu, TX, and requires regular interaction with faculty, staff, students, and community partners. Occasional evening and weekend commitments may be necessary.

Essential Duties & Responsibilities

- Develop curriculum plan for the Respiratory Therapy program.
- Develop and enforce program policies, procedures, and strategic objectives consistent with institution and industry standards.
- Develop a student handbook to provide guidance to students as well as procedures for enforcing relevant policies.
- Recruit, supervise and mentor program faculty; lead evaluation processes and promote professional growth.
- Direct the comprehensive accreditation process for the Respiratory Therapy program through the Commission on Accreditation for Respiratory Care (CoARC).
- Design and execute detailed accreditation timeline and action plans.
- Coordinate self-study preparation, documentation, and submission processes.
- Ensure continuous alignment with CoARC standards and accreditation requirements.
- Coordinate and lead site visits from accreditation teams.
- Establish systems for compliance monitoring, assessment, and program improvement.
- Implement quality assurance measures to meet accreditation benchmarks.
- Provide strategic leadership and administrative oversight for all program operations.
- Develop and manage program budget, resources, and equipment to support student success.
- Collaborate with college leadership, faculty, and community partners to advance program goals and workforce alignment.
- Serve as a faculty member in the Respiratory Therapy program: teach courses, labs, and clinical as assigned; prepare lesson plans; assess student learning and progress; develop and use

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appropriate instructional materials.

Minimum Education, Experience, Knowledge, Skills & Abilities

- Bachelor's degree in Respiratory Therapy required
- Minimum four (4) years of experience as a Registered Respiratory Therapist (RRT) with at least two (2) years of experience in clinical respiratory care
- Minimum two (2) years of experience teaching in CoARC-accredited respiratory care program
- Demonstrated experience with accreditation processes (CoARC preferred)
- Leadership experience in academic or healthcare settings
- Current Texas Respiratory Care License
- Registered Respiratory Therapist (RRT) credential from the National Board for Respiratory Care (NBRC)
- CPR certification required
- CoARC Key Personnel Training Program Certificate of completion required within twenty-four (24) months of hire in accordance with accreditation requirements
- Prolonged periods of sitting
- Motor skills for computer use and document handling
- Physical ability to move between classrooms and offices on campus
- Capability to drive to off-campus locations
- Physical coordination required for delivering presentations to both large and small audiences

Preferred Qualifications:

- Master's (or higher) degree in Respiratory Therapy, Healthcare Administration, Education, or related field
- Experience in starting a new Respiratory Therapy Program including, but not limited to, developing program curriculum, recruiting/hiring program faculty, implementing the accreditation process

Lee College does not discriminate on the basis of race, color, religion, sex (including pregnancy, gender identity and sexual orientation), national origin, age, disability, veteran status, genetic information or any other basis protected by law.

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Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

N/A

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