

### Class Concept

Employees in this class perform supervisory and managerial pharmacy work. Duties performed include developing, implementing, and evaluating short and long-range goals and objectives for the Pharmacy Department. Employees develop, implement and enforce plans, policies, procedures, systems, programs and performance standards. They participate in strategic planning efforts as part of the management team. Employees in this class are responsible for managing staff, equipment and facilities. Employees are responsible for the implementation and ongoing management/risk assessment of pharmacy automation and informatics. Employees in this class determine resource needs and priorities and make recommendations to management. They determine training needs and make appropriate arrangements for provision of training. Employees correspond with other Pharmacy Directors to optimize sharing of information, use of state resources, and services provided. Employees function with considerable independence and receive administrative supervision from a medical or non-medical director or hospital administrator.

### Recruitment Standards

#### Knowledge, Skills, and Abilities

- Considerable knowledge of the principles and practices of pharmaceutical healthcare including drug storage, distribution and utilization.
- Considerable knowledge of methods of pharmacy management.
- Considerable knowledge of federal and state laws, rules and regulations relating to drug storage, dispensing and administration.
- Considerable knowledge of Pharmacy Informatics and Pharmacy Automation Systems.
- Ability to plan, organize and manage a pharmacy unit or statewide pharmacy program.
- Ability to develop policies and procedures conforming to state, federal and regulatory requirements.
- Ability to evaluate pharmacy unit operations or pharmacy programs in conformance with state and federal laws and pharmacy regulatory requirements.
- Ability to advise healthcare personnel on pharmaceutical procedures and techniques.
- Ability to establish and maintain effective consultative relationships with state officials, managers, pharmaceutical representatives and the public.
- Ability to mentor, coach, and manage staff.
- Ability to develop and manage a system-wide budget.
- Ability to communicate effectively in oral and written form.
- Ability to balance supervisory and managerial roles with clinical/dispensing responsibilities as necessary.

#### Minimum Education and Experience

Licensed to practice pharmacy in the State of North Carolina and two years of experience as a licensed Pharmacist.