Title: Faculty - Physiology  
Exempt: Full-time  
Department Name: Medical Education  
Supervisor: Chair of the Department of Medical Education  

Special Requirements and Conditions  
None  

Items Used  
Computer, typical office equipment  

Position Purpose  
To participate in teaching, service and scholarly activities in the School of Medicine  

Teaching duties will include:  

- Develop and implement lectures for assigned topics in educational programs in the School of Medicine  
- MD program up to 50% of all physiology lectures as assigned  
- Design a progressive format of physiology science presentations to medical students framed within the clinical context of the integrated curriculum  
- Develop summative and formative assessments for the assigned lectures  
- Collaborate with basic and clinical science educators to coordinate the integration horizontally and vertically of physiology within organ/system-based courses  
- Design and implement physiology laboratory experiences for medical students in an integrated curriculum  
- Teach first and second year medical students  
- Support student remediation planning and activities  
- Participate in the facilitation of the “clinical presentation” based curriculum as assigned  
- Other programs up to 100% of all physiology related lectures as assigned  
- Design a progressive format of physiology science presentations to students with appropriate integration of clinical context  
- Develop summative and formative assessments for the assigned lectures  
- Collaborate with peer educators and a program director to coordinate the integration of physiology lectures within the program  
- Design and implement physiology laboratory experiences as assigned  
- Support student remediation planning and activities  

General teaching responsibilities include:  

- Establishing learning objectives and competency standards
• Contributing to the process of student assessment, developing, implementing, and evaluating assessment materials and procedures
• Promoting and using active learning techniques in the classroom

Other:

• Position may include administrative oversight of the student educational research project course, and/or responsibilities as Course Director

Scholarly activity duties will include:

• Engage in scholarly activities as defined in the Guidelines on Faculty Appointment and Promotion

Service duties will include:

• Participate in administrative duties including service on institutional committees as negotiated and assigned
• Participate in other service activities as defined in the Guidelines on Faculty Appointment and Promotion

Other:

• Candidates must possess a strong commitment to working in an environment focused on innovation, learning/student-centered education, technology and professional development

Minimum Requirements

1. MD, DO, and/or PhD degree in the Anatomical Sciences, with 2-3 years’ experience teaching gross anatomy, embryology and histology.
2. Evidence of successful collaboration and interdisciplinary work.
   Demonstrated commitment to support the mission of the university and the vision to inspire, motivate, and empower students to become excellent physicians, scientists, and leaders. Commitment to diversity and inclusion as part of our conviction that the presence of diversity enriches an institution of higher learning.
3. Outstanding communication skills in writing, speaking, presenting, and listening; display a collaborative and entrepreneurial spirit. Ability to handle sensitive situations and information with discretion. Demonstrated ability to interact professionally with diplomacy, patience, and courtesy with diverse individuals; ability to establish and maintain effective and cooperative working relationships while providing exceptional customer service. Ability to develop and deliver presentations. Demonstrated oral and written communication skills to communicate and interact effectively with colleagues, faculty, students, and visitors.
4. Ability to supervise, advise, training and assess peers and students; including organizing, prioritizing, and scheduling assignments. Ability to foster a cooperative work environment.
   Demonstrated skill in working independently and completing assignments according to defined goals and objectives.
   Ability to effectively prioritize and deliver assignments under pressure of deadlines, and with frequent interruptions and competing priorities. Must be able to adjust priorities quickly, multitask with excellent organizational skills.
   Demonstrated experience in a fast paced, high volume environment.
5. Demonstrated high attention to detail. Demonstrated skill in analyzing information to define and follow up on problems or objectives. Can identify solutions and independently act toward solving problems.
6. Demonstrated proficient skill in effectively using a computer and applications such as Microsoft Office 365 (Outlook, Word, Excel, and Power Point).
7. Ability to sit or stand for long periods of time and use computer; stand, walk, bend, intermittently throughout the day. Ability to work in a university environment; moderate changes in temperature and noise.
8. Must successfully complete and pass a pre-employment drug screen/physical and background check through the Department of Justice.
Preferred Qualification

1. Experience with college/university personnel, policies and procedures as well as current trends in higher education.
2. Demonstrated knowledge and skills in program planning, project management, and academic administration.
3. Previous experience with LCME accreditation process and requirements.