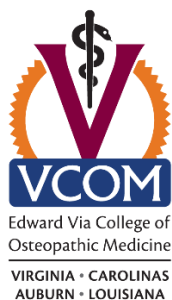


## Position Description



<b>Job Title:</b> Cellular Biology and Physiology Faculty	
<b>Department:</b> Biomedical Affairs and Research	<b>Date:</b> June 2022
<b>FLSA:</b> Exempt	<b>Work Location:</b> Auburn Campus
<b>Employee Category:</b> T/R Faculty	<b>Work Schedule:</b> As directed in contract
<b>Reports to:</b> Associate Dean for Biomedical Affairs and Research	<b>Percent Employment:</b> 100%
<b>Direct Reports:</b> N/A	

### I. Job Summary:

Teach Cell Biology and Physiology to medical students and actively participate in curriculum development in collaboration with the Discipline Chairs; conduct research and other scholarly activities with the goal of obtaining/maintaining extramural funding for these endeavors; remain current in professional area of interest and participate in professional societies and activities, participate in all assigned, required, as well as other related professional services and activities in the college.

### II. Job Duties:

- Teaching:** Deliver an innovative, integrated pre-clinical medical curriculum in Biochemistry and Physiology in the 1<sup>st</sup> and 2<sup>nd</sup> year medical curriculum as assigned by the administration. Obtain and maintain literacy in your field. Equivalent to 40% time. As expertise allows, provide instruction in the Anatomy curriculum.
- Service:** Equivalent to 10% time: Participate in candidate student interviews, College committees and service to the College as assigned by the Dean.  
**General:** Be familiar with and adhere to the administrative and academic practices, policies and procedures of the College as set forth in the Faculty Handbook, College Catalog and College Policies Manual.
  - Work in a positive and productive manner with the Vice Dean, the Associate Dean for Biomedical Affairs and the Associate Dean for Medical Education, and Discipline Chair for Physiology in all areas of work.
  - Represent the College in a positive and productive manner in external and internal arenas.
  - Participate in faculty development and faculty meetings.
  - Submit an annual Faculty Activity Report.
  - Perform all duties as outlined in the employment contract.
- Perform other duties as assigned or required.

### III. Required Qualifications:

Education: PhD in Physiology or equivalent degree, including DO or MD, with relevant experience in teaching Physiology lecture and laboratory.

Licensure or certification: None

Experience:

- Teaching experience at the graduate or medical school level
- Postdoctoral experience in a field of biomedical research
- A strong record of scholarly activity that includes development of /participation in a research program Publications in peer reviewed journals
- University committee participation
- A record of community service
- Ability to mentor students

Skills required for this position include:

- Excellent interpersonal and communications skills
- Strong team player
- Commitment to institutional mission and values
- Basic computer proficiency

Preferences are given to applicants who have the following skills or attributes:

- Have an active research program
- Membership on a grant review board

**Successful candidate will be subject to a criminal history background check.**

**Regular, reliable or predictable attendance is an essential function of the job.**

- IV. **Working Conditions and Efforts:** The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The position requires a rapid pace, some days with long hours to meet expectations, long distance driving to rural sites, and the ability to organize, interpret, and utilize a large volume of information.

Physical demands: While performing the duties of this job, the employee is required to ambulate (may be with use of assisted devices); sit, stand (or accommodate for standing); use hands and vision for teaching; use office equipment such as computers; speak to large and small groups of individuals for teaching; perform moderate telephone and poly-com communication/usage; occasionally be required to lift and/or move up to 50 pounds; drive distances up to five hours or to fly on occasion to other campuses or meetings.

Work environment: Office, classroom, laboratory constitute working environments. Outside travel required up to 5% of time. The noise level in the work environment is usually minimal. The pace of the work requires a rapid pace to synthesize and organize large volumes of material, while prioritizing duties.

**This position is classified as exempt, at the Professional level, because it requires the advanced knowledge of a “learned professional” in which to meet the job duty requirements.**

**Employment with VCOM is “at-will”. This means employment is for an indefinite period of time and it is subject to termination by the employee or by VCOM, with or without cause, with or without notice, and at any time. Nothing in this position description or any other policy of VCOM shall be interpreted to be in conflict with or to eliminate or modify in any way, the “at-will” employment status of VCOM employees.**

- V. **VCOM Core Values:** The employee is expected to adhere to all VCOM policies. As the environment is a professional college, the VCOM faculty/staff are expected to dress and behave in a professional manner at work. VCOM faculty/staff are expected as VCOM employees, to be a person who obeys all laws and professional expectations of an upstanding citizen of the community. VCOM expects all employees to maintain a positive attitude in all working relationships with all VCOM departments, employees, medical students, prospective medical students, interns and residents and to treat all others engaged in the duties of the employment, with mutual respect.

I am notified that the College is an equal opportunity employer and does not discriminate on the basis of age, sex, sexual orientation, ethnicity, religion, or disability.

I have been made aware of the College’s most recent campus safety report, the location of the college policies and procedures document, and the appropriate handbook for my position. I recognize my responsibility to be aware of the policies and procedures and I am in agreement to follow the policies and procedures as written.

I have read and understand this explanation and job description. I also understand that the job duties and description or the existence of the need for the position may be changed at any time as required by the College where growth of the institution or change in direction of the institution may change the duties of my department or the need for the position.