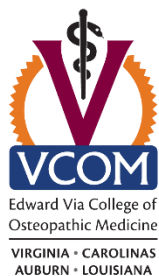


Position Description



Job Title: Genetics, Immunology, and/or Cell Biology/Physiology Faculty	
Department: Biomedical Affairs and Research	Date: May, 2024
FLSA: Exempt	Work Location: Carolinas Campus
Employee Category: T/R Faculty	Work Schedule: As directed in contract.
Reports to: Associate Dean for Biomedical Affairs and Research	Percent Employment: 100%
Direct Reports: N/A	

I. **Job Summary:**

Teach Genetics, Immunology and/or Cellular Biology/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:**

1. **Teaching:** Provide instruction in Genetics, Immunology and Cellular Biology/Physiology in the 1st and 2nd year medical curriculum as assigned by the administration. Obtain and maintain literacy in your field. Equivalent to 40% time.
2. **Research:** Develop and maintain an active and collaborative research program. Pursue and obtain external support for your research via manuscript and grant preparation, writing and submission. Assist in the teaching of medical students in your research program and providing presentations on how to conduct research. Serve as a mentor for VCOM students on research in areas of your expertise.
3. **Service:** Equivalent to 10% time: Participate in candidate student interviews, College committees and service to the College as assigned by the Campus Dean.
4. **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.
 - a. Work in a positive and productive manner with the Campus Dean, the Associate Dean for Biomedical Affairs and the Associate Dean for Medical Education, and Discipline Chair for Cellular Biology and Physiology in all areas of work.
 - b. Represent the College in a positive and productive manner in external and internal arenas.
 - c. Participate in faculty development and faculty meetings.
 - d. Submit an annual Faculty Activity Report.
 - e. Perform all duties as outlined in the employment contract.
4. Perform other duties as assigned or required.

III. **Required Qualifications:**

Education: PhD in Genetics, Cellular Biology, 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.