

Job Description

Job Title: Anatomy/Neuroscience Faculty
Reports to: Chair of Biomedical Education
Classification: Faculty (Full time)
FLSA Status: Exempt
Department: College of Osteopathic Medicine – Biomedical Education

Position Summary:

The Anatomy/ Neuroscience Faculty in the College of Osteopathic Medicine (COM) is primarily responsible for osteopathic medical student education and will play a vital role in developing the curriculum. The faculty member is expected to develop curriculum content for Anatomy/Neuroscience. The Anatomy/Neuroscience faculty member will join an interdisciplinary team of science educators and clinicians to develop and deliver an integrated osteopathic medical curriculum utilizing team-based learning (TBL), HoloAnatomy, Immersive Learning Sessions (ILS), and other active learning modalities.

Essential Functions:

- Teaching Load:
 - Anatomy/Neuroscience faculty is expected to contribute to the teaching load (in-class and lab) of the Department in which he/she holds an appointment.
- Responsibilities:
 - Curriculum development and delivery;
 - Learner and curriculum assessment;
 - Learner advising and interviewing;
 - Research agenda development;
 - Engagement and contribution to scholarly activities;
 - Active participation on College Committees and Organizations;
 - Delivering Anatomy laboratory sessions by using HoLo Lens;
 - Other duties as assigned by the department chair.

This job description is not intended to be all-inclusive, and the employee will also perform other reasonably related duties as assigned by CHSU.

Qualifications:

Education

- PhD or MD or DO required;

Skills & Experience

- Expertise in teaching Anatomy/Neuroscience;
- Ability to communicate effectively, verbally and in writing, with students, faculty, administrators, patients, and other health professionals;
- Adept at organizing complex scientific and professional subject matter and designing instructional strategies that make the material easier to understand and apply;
- Skilled in using computer software, such as Microsoft Word, Teams, Excel, and PowerPoint;
- Ability to use electronic educational and professional resources;
- Strong critical thinking skills and the ability to function effectively and collaboratively in an interprofessional patient care environment;
- Experience in teaching and directing Anatomy/Neuroscience courses at DO or MD schools will be preferred;
- Experience in teaching in medical education with team-based learning (TBL) format is preferred.

Preferred Qualifications

- Expertise in teaching Anatomy/Neuroscience to osteopathic or allopathic medical students;
- Experience in using HOLOLENS™ Augmented reality and HoloAnatomy software;
- Experience in course directorship or cocourse directorship in medical school settings;
- Experience in teaching other foundational biomedical courses such as neuroscience or histology;
- Experience in working on college committees, student advising, and conducting research and scholarly activities with medical students.

Physical Requirements and Working Conditions:

The physical demands listed are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions, in compliance with state and federal law.

☒ Office Jobs

a. Physical Requirements

The physical demands listed below are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to:

- Remain in a stationary position at least **70%** of the time;
- Occasionally move about inside the University to access file cabinets, attend meetings, use office machinery etc.;
- Constantly operate a variety of functions on the computer (e.g., including reading and responding to email) along with other office productivity machinery, such as telephone, calculator, print and copy machine etc.;
- The person in this position is required to frequently and effectively communicate with students/staff/administrators faculty and others in person, via email and over the phone. Must be able to exchange accurate information in these situations; and
- Must be able to occasionally move and transport up to **10** pounds of office equipment such as binders, paper, and other office tools.

b. Working Conditions

This position typically functions indoors in an office environment with light to moderate noise associated with business office equipment. The position involves travel for trainings, conferences and meetings.

☒ Teaching Group/Teaching Group Clinical

a. Physical Requirements

The physical demands listed below are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to:

- Remain in a stationary position at least **50 %** of the time;
- Frequently move about inside and outside the university to attend meetings and use office machinery etc.;
- Facilitate active team based learning environment in the classroom;
- Constantly operate a variety of functions on the computer (e.g., including reading and responding to email) along with other office productivity machinery, such as telephone, calculator, print and copy machine etc.;
- The person in this position is required to frequently and effectively communicate with students/staff/administrators faculty and others in person, via email and over the phone. Must be able to exchange accurate information in these situations;
- Prepare and deliver presentations on a variety of academic topics;
- Engage in scholarship in the relevant field;
- Be available to meet with students in person during office hours; and

- Must be able to occasionally move and transport up to 10 pounds.

b. Working Conditions

This position typically functions indoors in a clinic environment with moderate noise associated with business office equipment. The position involves travel for trainings, conferences and meetings.

Laboratory Setting

a. Physical Requirements

The physical demands listed below are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to:

- Remain in a stationary position at least 50 % of the time;
- Frequently move about inside the University to access laboratory and laboratory equipment;
- Must be able to distinguish between different chemical and solutions; must be able to detect chemical odors during laboratory work;
- Constantly position self to maintain computers and other equipment in the laboratory including the desks and other equipment;
- Constantly operate a variety of functions on the computer (e.g., including reading and responding to email) along with other office productivity machinery, such as telephone, calculator, print and copy machine etc.;
- The person in this position is required to frequently and effectively communicate with students/staff/administrators faculty and others in person, via email and over the phone. Must be able to exchange accurate information in these situations;
- Prepare and deliver presentations on a variety of academic topics;
- Engage in scholarship in the relevant field;
- Must be able to observe chemical reactions and laboratory related research; and
- Must be able to occasionally move and transport up to 20 pounds of laboratory equipment such as samples, tools, beakers, microscopes, computers, heavy containers etc.).

b. Working Conditions

This position typically functions indoors in an office environment with light to moderate noise associated with business office equipment. The position involves travel for trainings, conferences and meetings.

Acknowledgement:

I have read, understand, and agree to the responsibilities and requirements of the job. I further understand that the job duties described above are of a general nature and are subject to modification by CHSU with or without notice. Accordingly, my supervisor may add, delete, assign, transfer or alter duties as necessary or deemed appropriate.

Employee Name: _____

Employee Signature: _____ Date: _____