FACULTY POSITION DESCRIPTION

For the period of ____________ to ____________

NAME: Assistant Professor
TITLE: Assistant Professor, Education
TRACK: Non-Tenure

DEPARTMENT/DIVISION: Medical Humanities and Office of Equity, Diversity, and Inclusion

POSITION PURPOSE:

Under the supervision of the Chair of the Department of Medical Humanities, the appointee will perform the duties and fulfill the responsibilities of an Assistant Professor. The appointee will participate in teaching, research, and service in areas of competence. Under the supervision of the Associate Dean of Equity, Diversity, and Inclusion, the appointee will assist in developing strategic initiatives and plans for the office, identifying and seeking funding to support the initiatives and plans, and developing collaborative spaces for equity innovation.

The appointee will build an infrastructure that supports and fosters root cause analysis of equity issues and promotes active problem solving to foster broader, more inclusive access to education and health. The appointee will have a particular interest in trauma informed care in order to address burnout, secondary trauma, primary trauma, compassion fatigue, race based trauma, sex gender based trauma, and diffusion of cultural innovation.

In addition, the appointee will serve as an academic strategist to mitigate trauma for medical students, residents, and faculty members who may experience secondary trauma in the academic and/or clinical environment. Part of this coach’s role requires background knowledge in academic performance, identity development, cultural awareness, trauma informed care and action research.

FUNCTIONAL RELATIONSHIPS:

This position has a dual reporting line: 1) reports to the Chair of the Department of Medical Humanities for teaching, curriculum and development and research responsibilities related to Medical Humanities; and, 2) reports to the Associate Dean for Equity, Diversity, and Inclusion for all administrative, teaching, curriculum and development and research responsibilities related to equity, diversity, and inclusion. In both cases, this position’s supervisors report directly to the Dean and Provost of the School of Medicine.

DUTIES AND RESPONSIBILITIES:

Demonstrates, by actions, commitment to the mission and the behavioral standards of SIU School of Medicine. Provides excellent service to both internal and external customers through collaboration and partnership; compassion and respect; integrity and accountability; diversity and inclusion; as well as continuous learning and improvement.
I. Teaching 35%

1. Provide curricular experiences for undergraduate medical students, resident physicians, and attending physicians in trauma and the creation of Trauma-Informed learning environments, clinics and hospital spaces.
2. Develop curricular experiences for undergraduate medical students, resident physicians, and attending physicians around trauma and the Trauma-Informed Approach.
3. Develop curricular experiences for undergraduate medical students, resident physicians, and attending physicians around access, equity, diversity, inclusion, and identity.
4. Serve as an education liaison for the Office of Equity, Diversity, and Inclusion.
5. Conduct workshops and seminars through the EDI Office.

II. Service 15%

1. Serve as a Trauma-Informed Coach for students, residents and medical faculty.
2. Provide ongoing, one-on-one coaching support for students, residents and medical faculty to address issues of burnout, self-harm, trauma, secondary trauma and to build capacity through resiliency strategies.

III. Administration 15%

1. Advise and assist the Associate Dean in planning and executing the policy and advocacy component of the SIU SOM Office of Equity, Diversity, and Inclusion.
2. Advise and assist the Associate Dean with the development of grants to support infrastructure funding for the Equity, Diversity, and Inclusion.
3. Develop personal and organizational relationships within the local community as well as other institutions of higher education to broaden the equity conversation and research around trauma and secondary trauma and improve outcomes for students, residents and faculty.
4. Represent the Associate Dean, as assigned, in meetings, community events, and conferences.
5. Identify and engage resources within and beyond SIU SOM to fulfill the goals of the Equity, Diversity, and Inclusion Office and the Department of Medical Humanities.
6. Assume designated educational administrative responsibilities at the direction and under the supervision of the Chair of the Department of Medical Humanities.
7. Other responsibilities as assigned.

IV. Research 30%

1. Actively pursue research interests and collaborative research opportunities under the direction of the Associate Dean including program evaluation of the academic environment as well as for publication of scholarly articles in peer-reviewed journals.
2. Scholarly emphasis on resilience, identity, and advocacy connected to educational access, learning environments, and access to health and wellness services.
3. Undertake scholarly activity in major regional, national, and international conferences, around important topics of equity, diversity, inclusion, and medical humanities.
4. As an independent investigator or in collaboration with other scholars, obtain external funding to support scholarly and research initiatives.
5. Evaluate and monitor the academic environment in relation to the core tenets of an inclusive learning and work environment.
V. Other Professional Activities

1. Serve on University, School of Medicine and Department faculty committees.
2. Serve as a member of professional societies and organizations focused upon addressing current issues in trauma and the trauma-informed approach.

REQUIRED QUALIFICATIONS:

1. Sensitive to the needs of underrepresented minority populations.
2. PhD or equivalent degree from a nationally accredited university
3. Expertise in education within a higher education institution including STEM education and pipelines, social entrepreneurship, and organizational change

DESIRABLE QUALIFICATIONS:

1. Expertise in problem based learning and grass-roots innovation
2. Background in adult learning and development, organizational change, program evaluation, and systems-based design.
3. Project management and leadership experience working across multiple disciplines
4. Research experience working within resource lean contexts as well as equity, diversity, and inclusion.

ENVIRONMENTAL, HEALTH AND SAFETY RESPONSIBILITIES:

Participates in meetings, training and other environmental, health and safety activities as required by SIU School of Medicine.

WORKING CONDITIONS/PHYSICAL DEMANDS:

See attached Physical and Environmental Requirements form
Physical and Environmental Requirements

**Incumbent:**

**Classification:** Assistant Professor

**Position No. (If applicable):**

**Department:** Medical Humanities-SMS

**WORK ENVIRONMENT:** (Check all applicable environments)

- [X] Office
- [ ] Hospital
- [ ] Clinic
- [ ] Warehouse
- [ ] Research Laboratory
- [ ] Outdoors
- [ ] Other (Be Specific):

**PHYSICAL DEMANDS:**

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<th>Activity</th>
<th>Seldom</th>
<th>Occasionally</th>
<th>Frequently</th>
<th>Constantly</th>
<th>N/A</th>
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<tr>
<td>(Indicate frequency of activity during performance of position duties)</td>
<td>(Performed rarely less than 2% of the time)</td>
<td>(Performed less than 25% of the time)</td>
<td>(Performed 26% to 50% of the time)</td>
<td>(Performed 51% or most of the time)</td>
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<td>Hearing - Conversation</td>
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<td>Fine hand manipulation</td>
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<td>Working in dust, fumes, gases, or irritants</td>
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<td>Working at heights</td>
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<td>Working in extreme cold, heat and/or humidity</td>
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<td>Working in close quarters</td>
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<td>Carrying 10 - 20 lbs.</td>
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<td>Lifting 10 - 20 lbs.</td>
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I affirm that the environmental and physical demands listed on this form are an accurate reflection of the requirements of this position to the best of my knowledge and belief.

I have read, understand and am capable of meeting the physical and environmental demands of this position.

**Supervisor Signature:**

**Date:** 01/10

**Supervisor Name:**

**Employee Signature:**

**Date:**

**Page 1 of 1**