

POSITION DESCRIPTION

NAME:

RANK:

Assistant/ Associate Professor of General/Transplant Surgery

DEPARTMENT/DIVISION:

General Surgery/Transplant

GENERAL DUTIES

This is an academic position with direct responsibility to the Chief of the Division of General Surgery who in turn reports to the Chairman of the Department of Surgery. This individual will be responsible for teaching duties within the Division of General Surgery, will have an interest in research within the Division of General Surgery, and will have an active clinical practice in transplantation and general surgery. The incumbent will work with the transplant program with Memorial Medical Center and SIU School of Medicine and may provide educational and/or administrative services to hospital programs as delineated in School contractual agreements.

CHARACTERISTIC DUTIES AND RESPONSIBILITIES

TIME COMMITMENT

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.

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. | Administration | 15% |
| | A. | Provide services to the Memorial Medical Center's (MMC) renal transplant program. |
| | B. | Provide point of contact between MMC's Transplantation Program and individual agencies or institutions. |
| | C. | Assist in establishing programs which will lead to better care and patient education in central and southern Illinois in specific areas related to transplantation not being provided in the area. |
| | D. | Perform administrative duties as requested by the Chairman of the Department of Surgery. |
| | E. | Perform leadership duties entailed in position as Chair of the Department of General Surgery at St. John's Hospital. |
| II. | Teaching | 20% |
| | A. | Conduct regular teaching rounds for students and residents on Transplant Service. |
| | B. | Assist in the development and implementation of specific continuing education programs pertaining to Renal Transplantation and General Surgery including both clinical faculty and area physicians. |
| | C. | Provide a role model as a clinician and educator. |

- D. Assist in the teaching responsibilities of the Division of General Surgery on the undergraduate and graduate levels.
 - E. Participate in continuing medical education programs in transplantation and general surgery.
- III. Research 5%
- A. Foster and conduct research within the fields of renal transplantation and general surgery.
 - B. Provide a role model as an investigator and medical writer.
 - C. Where appropriate, seek out and coordinate research activities with medical scientists and other investigators in fields related to renal transplantation and general surgery.
 - D. Participate in research in medical education related to renal transplantation and general surgery.
 - E. Encourage residents and medical students to conduct research and publish the results.
- IV. Service 60%
- A. Set an example as a highly skilled and conscientious practitioner of transplantation and general surgery with a practice style that is balanced with self-education and other academic activities.
 - 1. Maintain a practice of renal transplantation and general surgery that is exemplary and balanced with other clinical activities in order to continue clinical proficiency.
 - 2. Provide a role model as a practitioner for faculty, house officer, students, and fellow practitioners.
 - 3. Attend and present papers at regional and national meetings related to transplantation and general surgery.
 - B. Represent the Transplantation Program, the Division of General Surgery, or the Department of Surgery in regional, state and national matters as requested by the Chairman of the Department of Surgery or the Division of General Surgery.

REQUIRED QUALIFICATIONS

- A. Sensitive to the needs of underrepresented minority populations.
- B. Board-Certified or Board-Eligible in General Surgery.
- C. MD licensure in the State of Illinois
- D. Able to be licensed in the State of Illinois
- E. Successful completion of a General Surgery residency and a Transplant fellowship

ENVIRONMENTAL, HEALTH AND SAFETY RESPONSIBILITIES

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

Date
Asst/Assoc Professor of Surgery
Division of General Surgery

Date
David Stewart M.D.
Professor and Chief
Division of General Surgery

Date
Michael W. Neumeister, M.D
Professor and Chairman
Department of Surgery

PHYSICAL AND ENVIRONMENTAL REQUIREMENTS

SIU SCHOOL OF MEDICINE

Incumbent: _____ Classification: **Assistant/ Associate Professor**

Position No. (If applicable): _____ Department: **Surgery-SMS**

WORK ENVIRONMENT: (Check all applicable environments)

<input checked="" type="checkbox"/> Office	<input checked="" type="checkbox"/> Hospital
<input checked="" type="checkbox"/> Clinic	<input type="checkbox"/> Warehouse
<input type="checkbox"/> Research Laboratory	<input type="checkbox"/> Outdoors
<input type="checkbox"/> Other (Be Specific): _____	

PHYSICAL DEMANDS:	Seldom <small>(Performed rarely less than 2% of the time)</small>	Occasionally <small>(Performed less than 25% of the time)</small>	Frequently <small>(Performed 26% to 50% of the time)</small>	Constantly <small>(Performed 51% or most of the time)</small>	N/A
-------------------	--	--	---	--	-----

(Click on the Physical Demands Definitions button at the bottom of the form for a list of physical demands definitions)

Reading	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Writing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Speaking	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Close visual acuity	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Travel	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Hearing - Conversation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Hearing - Other Sounds	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Stooping	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Squatting	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Gross hand manipulation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Fine hand manipulation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Working in dust, fumes, gases, or irritants	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Working at heights	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Working in extreme cold, heat and/or humidity	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Working in close quarters	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Climbing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Operating motor vehicles	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Sitting	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Standing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Walking	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Working above shoulder level	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Twisting	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Kneeling	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Pushing or pulling		10 - 20 lbs.			<input type="radio"/>
Carrying		10 - 20 lbs.			<input type="radio"/>
Lifting		10 - 20 lbs.			<input type="radio"/>
Other (Please list): _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

I affirm 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.

David Stewart, MD

Supervisor Signature

Date

Supervisor Name

Employee Signature

Date