

## POSITION DESCRIPTION

For the Period January 1, 2023 through December 31, 2023

**NAME:** .  
**RANK:** Associate Professor  
**DEPARTMENT/DIVISION:** Surgery/Vascular Surgery

### GENERAL DUTIES

This is an academic position within the Division of Vascular Surgery. The faculty member will be expected to conduct vascular research, will also be responsible for teaching duties within the Division, and will have a clinical practice in vascular surgery. A close, friendly and professional interpersonal relationship is necessary with community physicians, hospital administrators, residents, nurses, and other related personnel.

### ORGANIZATIONAL RELATIONSHIP

This person will report to the Chair of Vascular Surgery who, in turn, reports to the Chairman of the Department of Surgery.

### 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.

The following information is intended to be representative of the work performed by incumbent in this position and is not all inclusive. The omission of a specific duty or responsibility will not preclude it from the position if the work is similar, related, or a logical extension of position responsibilities

I. Administration 5%

A. Assist the director of the vascular service in the administration of the vascular training programs, selection of trainees, and other administrative duties.

II. Research 20%

Be productive with a research commitment in the Department of Surgery/Division of Vascular Surgery. Independent research will be maintained as well as collaborate research on projects with the Division Chief, other members of Vascular Surgery, and other faculty in the Department of Surgery and the School of Medicine.

In carrying out these research duties, the incumbent will:

A. Participate in the utilization of the computerized data base for vascular surgery at both hospitals and SIU School of Medicine.

B. Organize prospective and retrospective clinical research projects, epidemiological, physiological, and therapeutic outcomes, using the laboratory, hospital and operating room facilities.

C. Seek outside grant funds to support salary and research.

- D. Publish in refereed journals and write book chapters.
- E. Deliver lectures at state, regional, and national meetings to give results of research efforts and represent the division and department at these meetings.
- F. Maintain current literature files, research literature, read widely, and keep up-to-date of the latest developments in vascular surgery.

5III. Teaching 20%

Assume an active role in teaching medical students, residents and fellows and also in teaching the nursing and laboratory staffs. Teaching duties will include rounds, lectures, clinics, ward work and activities in the operating room and the laboratories.

In performing these duties, the incumbent will:

- A. Assist in the vascular surgery education of medical students on the surgery clerkship and during medical student elective periods.
- B. Present curriculum and have direct clinical contact with medical students and residents.
- C. Participate in the development and implementation of specific undergraduate curricula in vascular surgery.
- D. Participate in and sponsor continuing medical education programs for vascular surgery.
- E. Participate in and attend surgical clinical conferences, M & M conferences, General Surgery journal club, vascular x-ray conferences, vascular journal clubs, and laboratory conferences.
- F. Teach students, residents and fellows not only operative vascular surgery but also management and diagnosis of all types of vascular diseases and basic science instruction.
- G. Provide a role model as a teacher in vascular surgery.

IV. Service 55%

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.

This person will maintain a clinical practice and will participate in local/community service, university/school service, and service in national, regional, and state professional organizations related to surgery and vascular surgery.

In performing these duties, the incumbent will:

- A. Set an example as a highly skilled and conscientious practitioner of vascular surgery with a practice style that is balanced with self-education and other academic activities which will provide an example for future practitioners of general and vascular surgery.
  - 1. Maintain a practice of vascular surgery in order to continue clinical proficiency, and in addition, will be tutored and credentialed in diagnostic and therapeutic arteriography.

2. Provide a role model as a practitioner for faculty, house officers, students and fellow practitioners.
  3. Assist the Chief of Vascular Surgery in reading duplex scans and vascular lab studies and in preparing related reports.
  4. Attend national meetings, symposia, and committees related to vascular and general surgery.
  5. Present papers and lectures at meetings of vascular and general surgery.
  6. Serve on committees, where appropriate, of national, regional, or state societies pertaining to vascular surgery and general surgery.
  7. Provide a peer review for assessing clinical practice for faculty within the Division of General Surgery and Division of Vascular Surgery.
- B. Represent the Division of Vascular Surgery as requested by the Division Chief.
- C. Prepare continuing medical education materials and deliver lectures, talks, and consultations to community physicians in Sangamon and adjacent referral counties.
- D. Serve on School, University and Departmental committees as requested by the Chief of the Division of Vascular Surgery and/or the Chairman of the Department of Surgery.
- E. This person will not be required to take general trauma call unless he elects to do so. If he elects to take trauma call, this must be approved by the Chief of the Division of General Surgery.

#### **REQUIRED QUALIFICATIONS**

Sensitive to the needs of underrepresented minority populations

Successful completion of a vascular surgery residency

Board-Certified or Board-Eligible in vascular surgery

MD license

Able to be licensed in the State of Illinois

#### **ENVIRONMENTAL, HEALTH AND SAFETY RESPONSIBILITIES**

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

#### **WORKING CONDITIONS**

See attached Physical and Environmental Requirements form

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Associate Professor  
Division of Vascular Surgery

Date

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William Robinson, M.D.  
Professor and Chief  
Division of Vascular Surgery

Date

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

Date