Faculty Position – Clerkship Director: Neurology
Department of Clinical Medicine – California Northstate University College of Medicine, Elk Grove, California, USA

Title:	Clerkship Director
Rank:	Assistant/Associate/Full Professor
Classification:	Faculty
Supervisor:	Chair, Department of Clinical Medicine
Education:	MD, MD/PhD, DO
Effort:	0.5 FTE

Position Description:
California Northstate University College of Medicine (CNUCOM) is seeking a highly committed physician specializing in Neurology to serve as the Clerkship Director. This is a renewable non-tenure position in the Academic Professor Series.

CNUCOM has developed an innovative medical education program with vertical and horizontal integration. The clerkship co-director will be joining a team of highly motivated faculty responsible for the development, design, and implementation of all components of the medical education program using Course Learning Objectives and College of Medicine adopted Program Learning Objectives. Clerkship coordinators are available to provide operational support for each of the clerkships. To ensure faculty success, professional development opportunities are available in pedagogy through the Institute of Teaching and Learning. New clerkship directors are provided mentorship by the M3 Director to ensure smooth transition of this clinical educational management leadership position.

The responsibilities of this position will include, teaching, student advising, performing scholarly activities, and providing institutional service. The candidate will have the opportunity to perform data-driven enhancements of the clerkship curriculum. He/she will be on the front lines of procuring sites suitable for student medical education, training of preceptors and monitoring students educational experience. It is expected that the candidate will adjust the external activity (clinical or otherwise) to ensure that he/she can dedicate 0.5 FTE towards this position.

Obligations of the Assistant/Associate/Full Professor:

The information provided below is a general description of the Assistant/Associate/Full Professor's responsibilities, it is not intended to provide an all-inclusive list of responsibilities.

Responsibilities:

- Design and develop the respective clerkship- organization, content, and mode of delivery for all clerkship-related activities in a community-based educational model, in accordance with institutional, accreditation and discipline specific requirements.
- Design/deliver outstanding student experience, attending to all curriculum matters, as well as maintaining a learning environment that promotes mutual respect and professional behavior on the part of faculty, staff, and students
- Design a vertically and horizontally integrated clerkship format and content, framed within the clinical context of an integrated curriculum
- Manage the delivery of the curriculum, based on direction from the Curriculum Committee and Associate/Assistant Dean(s) of Curriculum, including the general competencies and educational program objectives to be taught and learned in the respective clerkship, the length of the clerkship, the content, and the methods of teaching and assessment
- As a content expert, the Clerkship Director will submit an annual Clerkship Performance Report to Phase B and Chair of Clinical Medicine Department as part of a program for continuous improvement seeking needed improvements in clerkship-specific objectives, format, content, methods of teaching and student assessment
- Provide course schedules, syllabi, and information for an educational database.
- Collaborate with Chair of Clinical Medicine and M3 Director to recruit community clinical faculty who will teach students as part of hands-on experience and provide faculty with development opportunities and provide feedback on teaching.
- The Clerkship Director will directly engage with these community physician-preceptors to provide them opportunity to give input and participate in the execution of the curriculum.
- Communicate with site directors at various clinical sites and report to Phase B and Chair of Clinical Medicine on the uniform delivery of the curriculum and the educational experiences of all students at all sites.
- Provide regular preceptor training to ranked community physicians engaged with site clinical education
- Choose/change preceptors who teach students as appropriate depending on their evaluation by students and provide preceptors with necessary development opportunities and feedback on their teaching
- Monitor student assessment and provide timely feedback and assignment of grades.

- Monitor and track “required clinical experiences”, “required procedures”, “duty hour compliance”, “midpoint evaluation”, and other necessary LCME-based clerkship metrics.
- Monitor student assessment and provide feedback and timely submission of grades and student narratives that comply with University and LCME standards.
- Support student remediation planning and activities.
- May serve as a College Master (student mentor, academic advisor and role model), and supervise the academic progress of an assigned group of students throughout their medical program
- Support student career advising and student medical specialty interest groups.
- Participate in scholarly activities especially engaging medical students.
- Serve on departmental and institutional committees
- Provide clinical service (negotiable).

Qualifications:

- Terminal degree (MD, MD/PhD, DO) with Board Certification in the respective clinical specialty and/or a sub-specialty
- Eligible for licensure in the State of California
- Documented accomplishments as a clinician and clinician-educator
- Experience and documented accomplishments in teaching medical students
- Documented scholarship in the respective clinical area and/or medical education
- Ability to work effectively in an inter-disciplinary environment

Qualities:

- Exceptional interpersonal communication skills
- Abilities to lead collaborative inter-organizational programs
- Knowledge about design of adult learning and active learning educational experiences
- Commitment to professional excellence and innovation in medical education

EEO STATEMENT:

CNUCOM is an Equal Opportunity/Affirmative Action Employer committed to fostering a diverse, equitable and family-friendly environment in which all faculty and staff can excel and achieve work/life balance irrespective of, race, national origin, age, genetic or family medical history, gender, faith, gender identity and expression as well as sexual orientation. CNUCOM also encourages applications from women and veterans.

Applications will be reviewed upon receipt. For full consideration, candidates should provide curriculum vitae/resume with at least three references. All candidates are asked to provide a cover letter, articulating how their knowledge, experience, and beliefs have prepared them to function in support of California Northstate University's vision and mission statements.

Please submit your cover letter, curriculum vitae, list of references, and any additional information to hr@cnsu.edu. Review of applicants will begin immediately and will continue until positions are filled.

California Northstate is an Equal Opportunity and Affirmative Action Employer. All qualified candidates are encouraged to apply. For inquiries, please contact us at: **e-mail:** hr@cnsu.edu and/or **telephone:** (916) 686-7300.