

Assistant/Associate/Full Professor in the Department of Clinical and Administrative Sciences

JOB DESCRIPTION AND SPECIFICATIONS

- JOB TITLE:** Assistant/Associate/Full Professor in the Department of Clinical and Administrative Sciences
- SUPERVISOR:** Report to Chair(s) for the Clinical and Administrative Sciences Department
- QUALIFICATIONS:** Education: PharmD (Doctorate); Assistant/Associate/Full Professor. ASHP-accredited residency, Fellowship, and/or equivalent post-doctoral training preferred.
- EXPERIENCE:** An enduring track record of effectiveness in pharmacy practice and education, as well as experience in Clinical and Administrative Sciences or equivalent.

I. Obligations of the of Assistant Professor in the Department of Clinical and Administrative Sciences
The information provided below is a general description of responsibilities; it is not intended to provide an all-inclusive list of responsibilities.

A. Hours: The faculty in the Department of Clinical and Administrative Sciences and shall work hours, as assigned by supervisor, performed from CNUCOP campus. Responsible for a minimum of 115 teaching hours per year without practice site, adjusted as necessary by Department Chairs once practice site is established.

B. Job Classification: Exempt

C. Responsibilities: Assistant/Associate/Full Professor in the Department of Clinical and Administrative Sciences responsibilities include, but are not limited to:

1. Develop and maintain a practice site in accordance with CNUCOP and site-specific policies, if required
2. Accept and train APPE and/or IPPE students as negotiated with the Chair
3. Collaborate with the Experiential Education Department in developing and maintaining ongoing preceptor development programs, newsletters, and continuing education.
4. Collaborate with the Department of Pharmaceutical and Biomedical Sciences to optimize student development and learning.
5. Collaborate with the Office of Student Affairs in student advising: professional development, mentorship, extracurricular professional activities, outreach, and community service.
6. Collaborate with other faculty in areas of Interprofessional Education (IPE) and Co-Curricular programming and assessment.
7. Develop syllabi in accordance with the Curriculum Committee guidelines and requirements
8. Coordinate and facilitate class instruction to achieve Student Learning Objectives
9. Assess students' performance based on the course deliverables
10. Report grades for any class activities in a timely manner

11. Adhere to the principle of active learning and/or Team Based Learning pedagogy
12. Report Final Grades in accordance with the requirements of the Office of Registrar
13. Adhere to the Office of Academic Affairs' recommendations
14. Develop research, scholarly activities, and pursue individual professional development.
15. Responsible for participation in the College/University accreditation efforts
16. Serve on College of Pharmacy or University committees as designated and participate in College of Pharmacy programs such as White Coat Ceremony, Graduation, Professional Career Development and CE.
17. Creation of test questions, cases, and/or modules for assessment
18. Develop predictive, statistical models to support university decision making; research, proposals and help team to implement advanced data mining procedures.
19. Maintain and develop tools to track and ensure quality and improvement of learning outcomes (PLO's/CLO's), Entrustable Professional Activities (EPAs), ACPE and PCOA required elements, and participate in accreditation or survey processes as appropriate.
20. Other duties as assigned.

Miscellaneous Requirements

1. Adhere to all legal requirements and privacy guidelines set forth by the College of Pharmacy and University, as well as state and federal law.
2. Meet physical requirements; sit, stand, reach, stoop, kneel, lift, or other duties as appropriate. Ability to hear telephone and in-person communication; visual acuity.
3. Maintain a clear and active Board of Pharmacy license, as appropriate.

Applicants should submit:

1. Cover letter of interest that addresses qualifications, experience and career goals.
2. Resume or CV.
3. Names, addresses, and telephone numbers of at least 3 professional references.

Please send application materials to the HR Department at hr@cnsu.edu, or California Northstate University, 9700 West Taron Drive, Elk Grove, CA 95757. Salary determined by experience and qualifications.

California Northstate University is an Equal Opportunity and Affirmative Action Employer. All qualified candidates are encouraged to apply.