

University of Liberia College of Health Sciences
Pre-Clinical Visiting Faculty: Anatomy
Terms of Reference

I. SCOPE OF WORK

Pre-clinical faculty members will work with their Liberian counterparts to deliver a context-oriented curriculum, mentor junior faculty and faculty apprentices, and develop interdepartmental initiatives to enhance the overall quality of the medical education program.

Specific areas of responsibility include:

Didactic Training (60%)

- Teach medical and pharmacy students according to the schedule provided at the beginning of each semester, using student-centered learning techniques
- Conduct continuous assessment and academic evaluation of students, including end of semester examinations, according to the final exam schedule provided
- Submit end of semester final grades to the department head 72 hours following the examination(s) for onward transmission to the office of the Dean by the department head

Curriculum Planning (10%)

- Enhance the structure and design of pre-clinical training including through participation in curriculum reform and other planning meetings / working groups

Mentoring (20%)

- Mentor junior faculty and apprentices in teaching methods, delivery and academic planning
- Mentor medical students for academic and professional success

Administration (10%)

- Write and submit quarterly reports of activities
- Work in partnership with other faculty and students to identify and develop opportunities for collaborative research
- Support the development and implementation of administrative tools and structures required for medical education operations

II. WORK LOCATION

All pre-clinical faculty positions will be based at the A.M. Dogliotti College of Medicine in Fendall/Monrovia. Faculty members must be present in person full-time except for annual home leave.

III. REPORTING

Pre-clinical faculty will report to the Dean of the School of Medicine.

IV. DELIVERABLES

The pre-clinical faculty member will collaborate with the College of Medicine's Pre-clinical Coordinator to prepare and submit a work plan and schedule of training at the beginning of the semester, and activity reports on a quarterly basis. The pre-clinical faculty member will also be required to conduct at least one

extra-curricular seminar each semester related to professional development or academic success for medical students.

V. POSITIONS AND DURATION OF ASSIGNMENT

Pre-clinical faculty will be contracted full-time for one year, renewable based on need, available funding, and performance.

VI. QUALIFICATIONS

- A minimum of 3 years of experience teaching at an accredited college of medicine, medical school, school of pharmacy or equivalent
- A PhD or equivalent from an accredited institution is preferred or MD with Master's or equivalent; Master's degree or equivalent with at least 5 years teaching experience will be considered
- Previous or current employment as Assistant Professor, Professor or equivalent preferred
- Experience in program and curriculum development preferred
- A proven track record as a leader and teacher
- Strong interpersonal skills, including the ability to communicate effectively and diplomatically, and to work flexibly and independently
- Emotional intelligence and personal maturity, enthusiasm for working in a low-resource setting, cultural flexibility and competence, and a passion for improving healthcare delivery
- Strategic and innovative thinking skills, and the ability to foster interdisciplinary collaboration
- Preferred experience in:
 - Program evaluations
 - Mentoring students and colleagues
 - Curriculum review
- Inclusive and collaborative work style
- Respect for the experience and expertise of other colleagues and students
- Professional experience in cross-cultural settings is strongly preferred
- Excellent English communication skills required

To apply, please send your CV and a cover letter to ULCHSHR@ul.edu.ir by 11:59PM GMT on July 28, 2023.