



Marshall B. KETCHUM UNIVERSITY

Assistant Professor, Principal Faculty School of Physician Assistant Studies

JOB SUMMARY

The role of a principal faculty member is to coordinate and teach courses/modules involved with the academic curriculum, provide lectures for professional practice and clinical seminars, facilitate workshops and labs, advise and evaluate students, and represent the School to the medical community as well as the Marshall B. Ketchum University community. The School is dedicated to excellence in education, service to the community, and research/scholarship and faculty have opportunities to participate and grow in each of these. Working together with an outstanding leadership team, the faculty member will realize the University's goal of reimagining the future of health care with an emphasis on advanced practice skills, clinical medicine, and interprofessional education.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Coordinates, teaches and evaluates the effectiveness of assigned courses and modules during the didactic or clinical portion of the curriculum.
- Prepares lectures/presentations and student assessments for assigned modules.
- Participates in coordinating, training, and evaluation of students in physical exam workshops, labs, and clinical skills sessions.
- Responsible for maintaining and ordering supplies for assigned courses/modules.
- Serves as the Academic Advisor to students throughout the program.
- Assists with ongoing program assessment, data analysis, and programmatic improvement, to include curriculum development and review and assessment of student learning.

- Serves on the Admissions, Self-Assessment, and Student Progress committees of the School of Physician Assistant Studies and/or other committees as requested.
- Serves on University committees as appointed.
- Carries out scholarly and professional activities that contribute to the school/profession and personal professional development.
- Assists with the recruitment of new students, clinical sites, clinical projects/research, and preceptors.
- Participates as clinician at community health fairs, interprofessional clinics, and other outreach projects supervising PA students as requested.
- Support program in continually meeting accreditation standards.
- Other duties as assigned by the Director of Didactic Education or Program Director.

QUALIFICATION REQUIREMENTS

To perform this job successfully, an individual must be able to perform each duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- NCCPA Certified Physician Assistant eligible for license in California.
- Excellent communication, interpersonal, and problem-solving skills.
- Engages in open, collaborative, and collegial interactions with others.
- Ability to motivate students to achieve goals and objectives.
- Advanced ability to use microcomputer systems and at a minimum: PowerPoint® and Microsoft Word®.

EDUCATION AND/OR EXPERIENCE

The minimum amount of education and experience that an individual needs in order to successfully perform the essential duties of the position is as follows:

- Master's degree or higher.
- Minimum of 3 years clinical experience (>5 preferred) as a physician assistant.
- Previous teaching experience is valued.

ABOUT THE ORGANIZATION

Located in Fullerton, CA, Marshall B. Ketchum University is an independent, private, non-profit, accredited educational institution. MBKU is home to the Southern California College of Optometry, the School of Physician Assistant Studies and College of Pharmacy. Named after the founder of the optometric institution in 1904, the change to the University structure addresses the growing demand for highly skilled health care professionals.

The University's Southern California College of Optometry confers a Doctor of Optometry (OD) and a Master of Science in Vision Science (MS) degree. MBKU's School of Physician Assistant Studies under the College of Health Sciences awards a Master of Medical Sciences (MMS) degree. MBKU's College of Pharmacy welcomed its first class in the fall of 2016 and awarded a Doctor of Pharmacy (PharmD) degree in the Spring of 2020. MBKU owns and operates two premier eye and vision care centers: the University Eye Center at Ketchum Health and the University Eye Center at Los Angeles.

BENEFITS

MBKU provides an excellent benefits package including medical, dental, and life insurance, free vision exams, short and long term disability, generous paid time off plans, a university-sponsored retirement plan with a 9% contribution and an on-site fitness center located on the Fullerton campus. See our website under *Employment* for more details regarding benefits of working for MBKU (www.ketchum.edu).

HOW TO APPLY

Review of applications will continue until positions are filled.

Applications should include a letter of interest, curriculum vitae, and the names of three potential references, contained in a single pdf document. The application should be directed to the Search Committee for the School of PA Studies at: amollet@ketchum.edu.

MBKU is an equal opportunity employer; requirements are subject to possible modification to reasonably accommodate individuals with disabilities.