



FOR HR USE
POSN Number

**D R A K E U N I V E R S I T Y
F A C U L T Y J O B D E S C R I P T I O N**

NAME:	VACANT	COLLEGE/SCHOOL:	COLLEGE OF PHARMACY AND HEALTH SCIENCES
DEPARTMENT:	PHARMACEUTICAL, BIOMEDICAL AND ADMINISTRATIVE SCIENCES	TITLE:	ASSISTANT/ASSOCIATE PROFESSOR OF PUBLIC HEALTH/EPIDEMIOLOGY
REPORTS TO:	CHAIR, DEPARTMENT OF PHARMACEUTICAL, BIOMEDICAL AND ADMINISTRATIVE SCIENCES		
TO APPLY:	Submit cover letter, curriculum vitae, a statement of teaching experience, a statement of research interests / activities and the names, addresses and phone numbers, and e-mail of three references to: cphssearch@drake.edu		

ESSENTIAL JOB FUNCTIONS

- Prepare and present classroom materials, activities and examinations in assigned courses;
- Monitor and maintain records of student progress in assigned courses;
- Develop and maintain a fundable research program which involves professional and undergraduate students;
- Publish results of research projects, both disciplinary and pedagogical, in appropriate professional journals and books;
- Act as academic advisor to a portion of the population of pharmacy and health science majors;
- Develop and maintain associations with professional organizations;
- Participate in the governance of department, college and university;
- Perform academic and professional service to advance the college, university and the community;
- Additional duties as assigned by the Chair of the Department of Pharmaceutical, Biomedical and Administrative Sciences and/or Dean of the College of Pharmacy and Health Sciences.

Comments:

The Assistant/Associate Professor of Public Health/Epidemiology is responsible for the education of students in the undergraduate programs in health sciences, the PharmD program, and the public health concentration. He/she will teach general and specialty courses in public health, epidemiology or closely related areas. Depending on the individual's area of expertise, he/she will offer instruction in other related courses and programs. The individual will also develop and maintain a research program in his/her area of interest and expertise, and participate in service-related functions to the professional and University communities.

The above assignments are intended to describe the general nature and level of work being performed by people assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties and skills required.

ESSENTIAL ELEMENTS

- EDUCATION:** A PhD, DrPH or equivalent terminal degree in epidemiology, public health, pharmacy administration or closely related field is preferred. Candidates in the final stages of completing their dissertation will be considered.
- EXPERIENCE:** Will consider candidates with a wide range of professional work experience
- OTHER ESSENTIAL TRAINING AND SKILLS:** A strong commitment to teaching and research mentoring at the undergraduate level; collaborative approach to teaching and research; excellent interpersonal, oral, and written communications skills; understanding of health science education and applications.