



## JOB DESCRIPTION

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<b>Position Title</b>	:	<b>Lecturer in Anatomy/Physiology/Biological Systems</b>
<b>Faculty</b>	:	<b>Health Sciences and Biotechnology</b>
<b>Reports to</b>	:	<b>Head of Health Sciences</b>
<b>Location</b>	:	<b>University of Puthisastra, Phnom Penh, Cambodia</b>

### **I. Position Summary**

- Provide coordination and teaching of anatomy/physiology/biological systems in the Faculty of Health Sciences, and other Faculties at UP

### **II. Role & Responsibilities of Lecturer:**

The job description below outlines the main areas of responsibilities of the Employee:

- Develop course outlines and learning outcomes in the respective disciplines
- Prepare teaching materials and share with lecturers, as appropriate
- Review the current course outlines, teaching resources and teaching and learning methodologies and make improvements as necessary
- Teach, and coordinate teaching in the discipline, at undergraduate level
- Contribute to the development, planning and implementation of a high-quality curriculum
- Use up to date instructional technologies and ensure the delivery is clear and consistent
- Engage in the selection of text books and other teaching aids necessary to student's instruction
- Monitor students' performance in anatomy and provide remedial classes when necessary
- Set and mark exams, coursework, assignments, laboratory work, homework and another relevant activities
- Contribute to Faculty, or University-wide working groups or committee as requested

### **III. Minimum Qualifications and Requirements:**

#### **1. Education:**

- A postgraduate degree (Masters or PhD) in anatomy, physiology, biological systems, or other closely related field or discipline.

#### **2. Experience:**

- At least one year of teaching experience in a related discipline (preferred).
- Good knowledge/ experiences of current approaches to medical education.
- Demonstrable experiences in teaching and mentorship at the undergraduate level.
- Demonstrate abilities to work effectively as a member of an interdisciplinary and collegial team, well developed interpersonal skills and the ability to provide leadership and take initiatives.
- Previous research experience and scientific publications will be highly regarded.
- Experience living in Cambodia or similar country will be highly regarded.

### **3. Skills/Competencies:**

- Excellent communication skills and ability to work in a team
- Excellent oral and written command of English (Khmer language skills an advantage)
- Good understanding of contemporary higher education issues (tertiary pedagogy, online/distance delivery, educational technologies)
- Understanding of Academic quality assurance processes and academic program development and experience in course/ program development
- Understanding of, and high regard for learning and research