

**Job Title:** LACC Full Time Faculty - Associated Clinical Sciences/Diagnostic Imaging Department

**Employer:** Southern California University of Health Sciences

**Job Description:** This position is primarily responsible for teaching in Zoom and/or laboratory setting. The faculty member is responsible for applying their expertise to develop and deliver courses that improve the learning outcomes of our students. In addition, the full-time faculty member will actively participate in departmental and general faculty meetings, student remediation, open labs, and perform additional duties as assigned by the Department Chair, working in collaboration with the College Deans. The full-time faculty member will also be required to assist with the diagnostic imaging needs of the University Health Center as needed. Some teaching responsibilities may be outside the Department, as appropriate and as assigned. Scholarly productivity and intra- and extra-institutional service, through participation in college and/or university committees, graduations, and other assignments, are key components of this job, which will also be met by performing the following duties:

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Core duties and responsibilities include the following. Other duties may be assigned.

- Provides student instruction.
- Evaluates student performance.
- Provides academic counseling of students.
- Assures the availability of remedial instruction.
- Teaches assigned courses in accordance with current course outlines and objectives.
- Reviews and updates course outlines, text selection, and syllabi in cooperation with the department faculty and department chair.
- Uses appropriate teaching strategies and methods such as active learning, lecture, laboratory, and self-paced instruction.

Modifies teaching methods based on assessment results and best practices in teaching and learning.  
Documents modifications in course content or instructional methods based on student and course assessment results/feedback.  
Performs regular assessments of student performance.  
Submits students' grades and course reports in a timely manner.  
Perform radiographic exams in the university health center as assigned.  
Assist as needed with clinical students successfully obtaining their required radiologic credits for graduation.  
Actively participate in the training of Diagnostic Imaging residents at the university. Attends and participates in department and campus meetings.  
Remains current in discipline and updates course content when appropriate to reflect the current levels of knowledge in the discipline in coordination with the Department Chair.  
Participates in the Faculty Performance Appraisal (FPA) process.  
Works in an academic team and committee environment in a courteous and professional manner.  
Promotes the University vision, goals, and objectives to internal and external constituencies.  
Participates actively in scholarly endeavors.  
Participates actively in university/college committees and other service opportunities.  
Performs other duties as assigned.

**COMPETENCIES:**

To perform the job successfully, an individual should demonstrate the following competencies:

**Intellectual**

Analytical - Synthesizes complex or diverse information; Collects and researches data; Uses intuition and experience to complement

data; Designs work flows and procedures.

Design - Generates creative solutions; Translates concepts and information into images; Uses feedback to modify designs; Demonstrates attention to detail.

Problem Solving - Identifies and resolves problems in a timely manner; Gathers and analyzes information skillfully; Develops alternative solutions; Works well in group problem solving situations.

Project Management - Coordinates projects; Communicates changes and progress.

Technical Skills - Assesses own strengths and weaknesses; Pursues training and development opportunities; Strives to continuously build knowledge and skills; Shares expertise with others.

Interpersonal

Customer Service - Manages difficult or emotional customer situations; Responds promptly to customer needs; Solicits customer feedback to improve service; Responds to requests for service and assistance; Meets commitments.

External Working Relationships – Develops and maintains courteous and effective working relationships with clients, vendors and/or any other representatives of external organizations.

Leadership

Change Management - Develops workable implementation plans; Communicates changes effectively; Builds commitment and overcomes resistance; Prepares and supports those affected by change; Monitors transition and evaluates results.

Delegation - Sets expectations and monitors delegated activities; Provides recognition for results.

Managing People - Includes staff in planning, decision-making, facilitating and process improvement; Takes responsibility for subordinates' activities; Makes self available to staff; Provides regular performance feedback; Develops subordinates' skills and encourages

growth; Solicits and applies customer feedback (internal and external); Fosters quality focus in others; Improves processes, products and services.; Continually works to improve supervisory skills.

#### Organization

Safety and Security –All employees are responsible for observing safety and security procedures as applicable and reporting potentially unsafe conditions to management.

#### SUPERVISORY RESPONSIBILITIES:

While all faculty are directly supervised by their Department Chairs, faculty who lead courses are responsible to coordinate with any assisting faculty associated with the course, the number of assisting faculty varying by course, cohort size, and term. This coordination – which occurs with the assistance of the Department Chair as needed – is intended to enhance educational outcomes for students and ensure courses are delivered in a manner that meets University and College objectives. This coordination must occur in accordance with the organization's policies and applicable laws.

#### QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential 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.

#### EDUCATION AND/OR EXPERIENCE:

Doctor of Chiropractic

#### LANGUAGE SKILLS:

Ability to read, analyze, and interpret general business periodicals, professional journals,

technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

**COMPUTER SKILLS:**

To perform this job successfully, an individual should have knowledge of: Internet Software; Spreadsheet Software (Excel); Word Processing Software (Word); Electronic Mail Software (Outlook); Presentation software (PowerPoint); as well as specific programs like ExamSoft and SofTest.

**OTHER SKILL, ABILITIES, AND QUALIFICATION**

**CERTIFICATES, LICENSES, REGISTRATIONS:**

Maintain licenses and certificates necessary for employment eligibility.

Doctor of Chiropractic degree from a CCE accredited program that is licensure eligible in California.

Must hold a California DC license or obtain one within six months of job start date.

Must have a current California Radiography Supervisor and Operator Permit or obtain one within six months of the job start date

Should minimally qualify for rank of Assistant Professor

Must hold a Diplomate of the American Chiropractic Board of Radiologists .

**OTHER SKILL, ABILITIES, AND QUALIFICATIONS:**

Ability to get along and cooperate with co-workers.

Ability to respond politely to customers/students/candidates.  
Ability to work as a team member.  
Ability to think quickly and act appropriately in emergency situations.  
Ability to function under intense time pressure.  
Ability to work extra hours as required.  
Ability to continue to perform well under pressure.  
Strong organizational skills; detail oriented and accurate with ability to multi-task.  
Excellent communication and customer service skills, and ability to think and act strategically.  
At least three (3) years of successful teaching experience, or equivalent, in an accredited institute of higher education preferred  
Track record of scholarly production preferred.

#### PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee is frequently required to use hands to finger, handle, or feel and reach with hands and arms. The employee is occasionally required to stand; walk; sit; climb or balance; stoop; kneel, crouch, or crawl; and taste or smell.

The employee must frequently lift and /or move more than 10 pounds, occasionally lift and/or move up to 100 pounds.

#### WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee

encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally exposed to moving mechanical parts, toxic or caustic chemicals, outside weather conditions, and vibration.

The noise level in the work environment is usually moderate to loud.

#### Expectations of SCU Employees

The SCU President's Cabinet has identified a set of values and attributes that are bare minimums for employment, those that are core to who we are as a university, and values to which we aspire. Further identified are qualities and attributes desirable for employees in general, and senior leadership specifically. This is in harmony with principles found in *The Advantage*, by Patrick Lencioni.

Link to more info:

<https://app.trinethire.com/companies/50340-southern-california-university/jobs/67573-lacc-full-time-faculty-associated-clinical-sciences-diagnostic-imaging-department>

Date submitted:

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