



PERDANA UNIVERSITY (KPT/JPT/DFT/US/B31)

POSITION DESCRIPTION

JOB TITLE: SENIOR LECTURER OF PHARMACOLOGY

REPORTS TO: DEAN, PU-RCSI

DEPARTMENT/BRANCH: PU-RCSI

EFFECTIVE DATE: IMMEDIATELY

SPECIFIC ACCOUNTABILITIES:

- Contributing to the delivery of the Pharmacology components of the Perdana University RCSI curriculum to the students of Perdana University RCSI School of Medicine and to coordinate modules as required
- Developing, monitoring and supporting the education programme within the Junior Cycle, including the application of well-established and tested education methods including reliability and validity in examinations and assessment approaches that are in accordance with RCSI and NUI policy and procedures.
- Assisting the Junior Cycle RCSI Leads, as required, in delivering the curriculum
- Contributing to the examination and assessment processes of RCSI and Perdana University RCSI, including the setting and grading of examinations, papers and projects
- Participating in and developing research activities in the Junior Cycle
- Developing collaborative research initiatives in the context of the Perdana University RCSI's strategic plan for research
- As appropriate pursuing independent research or research collaborations relevant to the undergraduate medical school
- Attending Perdana University RCSI Medical Faculty Board and Committee meetings as required
- Implementing policies and decisions as determined by the Dean and the Perdana University RCSI Medical Faculty Board
- Advising and mentoring undergraduate students and providing advocacy as appropriate
- Maintaining records to monitor student progress, achievement and attendance
- Supporting students by participating in the Personal Mentor system
- Promoting innovative education technologies as appropriate to support course content
- Preparing subject content for e-learning purposes as requested
- Ensuring course curricula and materials are kept up-to-date
- Complying with Malaysian statutory legislation and implementing Perdana University rules and requirements in furtherance of your own and general staff welfare and safety

This is not intended to be an exhaustive list of all duties and responsibilities. The employee may be required to carry out other duties and responsibilities as may reasonably be required to do so.