

: Discipline Chair for Psychiatry and Neuro-Behavioral Sciences	
: Clinical Affairs	: July 28, 2021
: Exempt	: Louisiana Campus

: T/R

12. Assist in the collaborative development and ongoing updating process of the College curriculum and clinical programs, and participate as required in the college faculty/staff committees charged with this task.
13. Assure the College remains current with policy (federal, state and local), and academic trends within his disciplines.
14. Serve as a liaison for the College with other academic sites, national colleges and agencies, and appropriate entities that align with the Physician's discipline.
15. Maintain knowledge of opportunities for Residency Training and mentor students wisely to choose Psychiatry as a career.
16. Represent the College in a positive and productive manner in areas as assigned by the Dean and Associate Dean of Clinical Affairs
17. Such other duties that fall within the administration of the Physician's discipline as agreed upon from time to time with the Dean and



V.

The employee is expected to adhere to all VCOM policies. As the environment is a professional college, VCOM faculty/ staff are expected to dress and behave in a professional manner at work. VCOM faculty / staff are expected as VCOM employees, to be a person who obeys all laws and professional expectations of an upstanding citizen of the community. VCOM expects all employees to maintain a positive attitude in all working relationships with all VCOM departments, employees, medical students, prospective medical students, interns, and residents and to treat all others engaged in the duties of the employment, with mutual respect.

I am notified that the College is an equal opportunity employer and does not discriminate on the basis of age, sex, sexual orientation, ethnicity, religion, or disability.

I have been made aware of the College's most recent campus safety report, the location of the college policies and procedures document, and the appropriate handbook for my position. I recognize my responsibility to be aware of the policies and procedures and I am in agreement to follow the policies and procedures as written.

I have read and understand this explanation and job description. I also understand that the job duties and description or the existence of the need for the position may be changed at any time as required by the College where growth of the institution or change in direction of the institution may change the duties of my department or the need for the position.

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Division Officer: \_\_\_\_\_ Date: \_\_\_\_\_

Dean: \_\_\_\_\_ Date: \_\_\_\_\_

President/Provost: \_\_\_\_\_ Date: \_\_\_\_\_