

**University of North Dakota (UND)  
School of Medicine and Health Sciences (SMHS)  
Chair, Department of Emergency Medicine**

**Position Description**

Provides leadership in the Department of Emergency Medicine.

**Reporting Relationship**

Reports to the Senior Associate Dean for Medicine and Research

**Specific Responsibilities**

The position of Chair of the Department of Emergency Medicine will have a number of specific responsibilities, which include, but are not limited to, the following:

- Advise and mentor students with regard to emergency medicine career choices
- Personally, engage in teaching pre-clinical and clinical UND learners as needed, including medical, and health professional students; and residents, and fellows
- Serve as a subject matter expert to advise the faculty in integrating emergency medicine into the medical school curriculum
- Recruit and retain clinical faculty in emergency medicine and manage the affairs of the department, such as promotion and tenure
- Mentor and support clinical faculty in their interactions with UND learners
- Encourage scholarship in emergency medicine by departmental faculty and associated learners
- Participate in faculty governance at SMHS in parallel with the other clinical chairs, including attendance at regular clinical chairs' meetings, such as Faculty Council (FC); Clinical Chairs; and Clinical Sciences Curriculum Subcommittee, etc.