



YONG LOO LIN SCHOOL OF MEDICINE
DEPARTMENT OF OTOLARYNGOLOGY, HEAD & NECK SURGERY

ACADEMIC PROGRAMME DIRECTOR

JOB DESCRIPTION

The Yong Loo Lin School of Medicine is starting a new postgraduate course (**Master of Science in Audiology**) in August 2013. The School seeks a Programme Director who is enthusiastic and able to provide strong leadership in teaching and research with an excellent track record.

The Program Director will be responsible for

- Maintaining quality and integrity of the program curriculum
- Coordinating faculty recruitment, orientation, development, mentoring, and evaluation
- Working with other service units on faculty development matters
- School and University committee service; scholarship; evaluating academic programs.
- Developing and maintaining community amongst faculty and students.
- May include responsibility for mentoring, teaching, and supervising student research
- Assisting the finance team with the creation of his department's annual budget

DESIRED SKILLS & EXPERIENCE

- Candidates should possess a significant record of intellectual and professional contributions to the field of Audiology.
- Candidates should have at least an Associate Professor position in a university before, with minimum three to five years of teaching experience at an undergraduate/graduate level.
- Preferably candidates earned doctorate from an accredited institution in Audiology.
- Candidates should have past experience in chairing or serving on dissertation and thesis committees
- Candidates should also have experience in faculty/staff development, supervision and evaluation.
- Candidates should show excellent leadership, communication, good human relations skills and team work.

APPLICATION PROCEDURE:

To apply, please email Dr. Jenny Loo at Jenny_LOO@nuhs.edu.sg with a copy of your CV.

APPLICATION DEADLINE: 30 November 2012