



**DREXEL UNIVERSITY COLLEGE OF MEDICINE
GRADUATE SCHOOL OF BIOMEDICAL SCIENCES AND PROFESSIONAL STUDIES
FACULTY EDUCATOR AND PROGRAM DIRECTOR**

Drug Discovery and Development Program

Title: Associate/Full Professor and Co-Director of Drug Discovery and Development Program

Department: **Pharmacology and Physiology in the College of Medicine**

Job Overview: Reporting to the Chair of the Pharmacology and Physiology Department, the individual will be responsible for co-directing the in-person and online Drug Discovery and Development programs with the current Co-Director.

This unique program offers students comprehensive insights into the entire drug discovery and development process, preparing them for careers in biotechnology, pharmaceuticals, contract research organizations, nonprofits, government agencies, or academia. It stands out as the only program providing such extensive pharmaceutical knowledge. The Co-Director will be responsible for coordinating all of the teaching and training activities that the program provides, establishing and facilitating interactions with external organizations and institutions to make internship opportunities available for the students, coordinating and participating in the recruitment of students for the program, serving as a mentor and academic advisor for students and identifying the needs and representing the interests of the program within the institution. This position requires a versatile and highly motivated individual with strong interpersonal, leadership and organizational skills to help maintain and grow the program within the Division and in accordance/alignment with Departmental priorities. Ability and enthusiasm to work with faculty and staff on major initiatives aimed at expanding and refining the program is essential.

Essential Functions:

ACADEMIC

- Coordinating the teaching activities in the program
- Regular evaluation of the curriculum to ensure that it is current and meets the requirements of accrediting organizations
- Periodic review of course content to ensure that it is current and of high quality
- Recommendation and review of new courses to address educational opportunities or needs of the program
- Actively participate in teaching activities
- Serve as course director or co-director for key courses
- Serve as a mentor to students and provide individual guidance with regard to course selection, academic progress, professional development and career advice
- Actively participate in the coordination and evaluation of student research projects
- Develop educational initiatives that will strengthen the curriculum and expand the program

- When appropriate, provide educational support for other programs in the graduate school.

ADMINISTRATIVE

- Coordinate the activities of the faculty who participate in the program
- Identify potential external faculty who can fill critical needs in the program and ensure that there are qualified faculty available to teach essential courses
- Support and facilitate the relationships that the program has established with various institutions that provide research opportunities for students in the program
- Identify and pursue additional relationships with institutions and organizations that could potentially provide internship or job opportunities for the students
- Coordinate the recruiting activities for the program including the creation of content for the website, communication with those representing the program at professional conferences and visiting local undergraduate institutions
- Take responsibility for the accuracy, completeness and timeliness of the content on the program website
- Help to identify and coordinate opportunities for the students in the program to do relevant research - with guidance from the Department
- Identify the administrative needs of the program and work with the administrative staff to ensure that these needs are met – following approval of the supporting academic unit (i.e. Department and/or Division, depending on the specific need)
- Serve as the spokesperson for the program and represent the interests of the program as a member of the Executive Committee and in other institutional forums
- Work effectively with other program directors and administrators to ensure that all programs in the graduate school are of uniformly high quality

Qualifications

- Doctorate in a health science-related field
- At least 10 years of pharmaceutical industry experience is preferred
- Excellent written, oral, and interpersonal skills
- Knowledge of professional development
- Experience in decision-making in complex environments
- Understanding of curriculum development process
- Ability to set and clearly articulate an academic vision
- Record of integrity, ethical behavior, and uncompromising treatment of others with respect, fairness, and compassion
- Respect for and appreciation of diversity in culture, ethnicity, gender, and perspectives
- Ability to build consensus among relevant and diverse constituencies and stakeholders
- Experience with online education is preferred
- Graduate or undergraduate teaching experience is preferred

Interested candidates are invited to apply through the Drexel HR website ([Req#503290](#)) and/or contact the chairs of the search committee (Dr. Paul McGonigle, pm455@drexel.edu and Dr. Joanne Mathiasen, jrm398@drexel.edu) for inquiries.