

## Academic Post in Psychiatry

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### ROLE DESCRIPTION

Job Title:	Lecture/Senior Lecturer/Associate Professor in Psychiatry
Reports To:	Dean, Perdana University RCSI School of Medicine (Line Manager) RCSI Dublin Lead in Psychiatry (Academic Discipline liaison)
Department/Branch:	Psychiatry
Effective Date:	Immediate
Tenure:	Whole time / 2-year appointment initially Two half-days / week clinical activity may be permitted Part-time options may be available

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### OBJECTIVE OF THE POST

- The objective of this post is to deliver a quality-teaching programme at Perdana University - RCSI School of Medicine (PURCSI), which will meet the exacting standards set by RCSI and the expectations of the Malaysian Qualifications Agency and Malaysian Medical Council, as well as the Irish Medical Council.
- This academic post is an essential requirement to support the RCSI Lead in Psychiatry in achieving this objective.
- The post-holder will participate in the development, direction, teaching, facilitation, assessment of the undergraduate medical teaching programmes at PURCSI in Psychiatry.

**Note:**

The appointment will be made at an appropriate academic level. The level of appointment will be determined by the requirements of PURCSI curriculum delivery and the experience, qualifications and research track records of the successful applicant.

**Background:**

Perdana University RCSI established the Department of Psychiatry in July 2014 with the appointment of an RCSI Lead, recognising the importance of Psychiatry in the RCSI Undergraduate medical curriculum and as a pillar in the Medical Graduate Profile (MGP) of RCSI and PURCSI.

The RCSI Lead in Psychiatry is responsible for adapting and developing the RCSI curriculum to meet the needs of delivering the undergraduate medical curriculum in Malaysia. This unique curriculum will draw on and apply the best of international and national medicine and allied specialties teaching methods.

The Perdana University RCSI Department of Psychiatry will have a strategic role and will collaborate with other Discipline Leads and Cycle Directors in the development and delivery of the Senior Cycle (SC) curriculum.

The post-holder will support the Lead, and will have the opportunity to develop, lead on and support area(s) of research to promote the status of Perdana University within the broad ambit of RCSI's and PURCSI's remit for the Discipline of Psychiatry and allied specialties and health services research in Malaysia.

The post-holder will also assist the RCSI Lead in the development of postgraduate activities in Malaysia in collaboration with the College of Psychiatry, Academy of Medicine.

### **SPECIFIC ACCOUNTABILITIES**

1. Contributing to the development, facilitation and delivery of the undergraduate medical school teaching programme in Psychiatry and allied specialties.
2. Delivering the PU-RCSI curriculum at Perdana University and affiliated Government and Private Psychiatric facilities including lectures, tutorials, practical activities and assessment in Psychiatry and allied specialties for undergraduate students at Perdana University RCSI.
3. Liaising closely with the Dean and Deputy Dean PURCSI, and RCSI Lead in Psychiatry regarding curriculum development, teaching programmes and assessments.
4. Assist the RCSI Lead in Psychiatry in delivering the Senior Cycle 1 Psychiatry programme. This includes, but is not limited to:
  - Sharing the daily workload of teaching, including morning hospital bed-side teaching, afternoon tutorials, lectures and small group studies and hospital clinical meetings
  - Simultaneous teaching will involve both academic staff due to group size restrictions. This will happen more frequently this academic year to meet MOH and MOHE SOPs on COVID-19 distancing (Hospital KL max. group: size 4 students plus one teacher for clinical teaching)
  - Planning teaching sessions including liaison with clinical colleagues at HKL for case finding and updating slidesets and authoring learning content for Moodle
  - Liaison by e-mail and TC/VC with RCSI Dublin Dept of Psychiatry, which will involve evening work (due to time differences)
  - Attend and participate in Departmental meetings, Hospital academic liaison and regular clinical meetings, Senior Cycle committee meetings, Medical Faculty Board and University Town Hall meetings
  - Preparing and carrying out End of Rotation (x5/year) and End of Year (x2) assessments, including question writing, standard setting and the grading of examinations, papers and projects, recruiting patients/simulated patients, clinical and external examiners, marking and providing 1:1 feedback for students
  - Marking student continuous assessment and portfolios and providing feedback
  - Attendance at Examination Board meetings with RCSI Dublin, which will involve evenings (due to time differences)
  - Working closely with the Assistant Clinical Co-ordinator at KL Academic Centre (Level 3, MMA building) to ensure efficient administration of the programme
  - Monitoring and evaluating student attendance and achievement and keeping accurate records to ensure that performance levels are comparable to other RCSI teaching sites.
  - Prepare Quality Improvement Plans in response to student evaluations provided by RCSI Dublin Quality Enhancement Office according to the timelines provided
  - Providing a summer remediation programme for students required to sit for supplementary (resit) assessments
  - When not engaged in teaching related work to pursue research activity and the production of impactful presentations and publications to learned publications and the general media
  - Supervising Perdana University undergraduate students undertaking summer research projects and postgraduate research students
  - Providing cover for the Lead in the case of sickness absence or annual leave, so that there is always someone available to provide advice for students and staff (note: annual leave can only be approved for academic staff during teaching weeks in exceptional circumstances)

5. Assist the RCSI Lead in Psychiatry in assessing the suitability for Government and Private Psychiatry Clinics for delivery of the PURCSI curriculum.
6. Assist the RCSI Lead in Psychiatry in the appointment of suitable hospital and community-based psychiatrists to facilitate delivery of the teaching programme.
7. Assist the RCSI Lead in Psychiatry in developing quality clinical attachments and rotations in Government and Private Psychiatry hospitals and clinics.
8. Contributing to the examination and assessments of Perdana University RCSI, including the grading of examinations, papers and projects.
9. As appropriate, assist the RCSI Lead in Psychiatry in developing new courses and curricula required to meet the ever-changing needs in education within the university and community.
10. Assist the University in preparing a localised programme to succeed the current RCSI Psychiatry curriculum due to commence in September 2022.
11. Assist the Dean and RCSI Lead Psychiatry in developing postgraduate courses and assessments at Perdana University.

### **GENERAL ACCOUNTABILITIES**

1. Implementing policies and decisions as determined by the Dean, RCSI Lead and the PURCSI Medical Faculty Board
2. Advising, mentoring and supporting undergraduate students and providing advocacy as appropriate
3. Maintaining records to monitor student progress, achievement and attendance
4. Supporting students by participating in the Personal Mentoring system
5. Promoting innovative education technologies as appropriate to support the course content
6. As appropriate pursuing independent research or research collaborations relevant to the undergraduate medical school
7. Preparing subject content for e-learning purposes as requested
8. Ensuring course curricula and materials are kept up-to-date on the VLE (Moodle)
9. Complying with Malaysian statutory legislation and implementing School and Perdana University rules and requirements in furtherance of your own and general staff welfare and safety
10. Representing the best interests of PURCSI, RCSI and Perdana University at all times
11. Performing such other related duties as may be requested from time to time such as: including admission interviews, weekend or evening open days, career fairs, promotional bootcamps and school visits.

## **KEY PERFORMANCE INDICATORS**

1. Successful and timely curriculum delivery according to schedule
2. Student formative and summative assessment performance
3. Annual Personal Professional Development including teaching evaluation, research collaboration and publication and postgraduate activities
4. Contribution to External Accreditation and Regulatory Body reports – Irish Medical Council, Malaysian Qualifications Agency/Malaysian Medical Council
5. Individual KPIs as agreed at annual performance appraisal with the Dean PURCSI.

## **EDUCATION, EXPERIENCE, SKILLS AND COMPETENCIES**

### **Essential Criteria:**

1. The successful candidate must have a basic medical qualification recognised by the Malaysian Medical Council (Schedule 2) AND an appropriate postgraduate qualification in Psychiatry
2. Completion of the relevant specialist training and inclusion in the relevant statutory National Specialist Register, or eligibility for such
3. Evidence of experience in medical education at an appropriate undergraduate and/or postgraduate level
4. Excellent communication and interpersonal skills
5. Evidence of leadership and management skills
6. Sensitivity to the cultural challenges involved in delivering undergraduate education in a diverse multi-cultural environment

### **Desirable criteria:**

1. A continuing commitment to clinical practice
2. A higher qualification in a relevant academic discipline in education or research
3. A track record of high-impact publications and research metrics
4. Experience in curriculum development in Psychiatry or in a relevant sub-specialty
5. A track record in supervising postgraduate students to Masters and/or Doctorate level

**APPLICATION PROCEDURE:**

Please forward by email a letter of application clearly outlining your interest in and suitability for the post, a copy of your curriculum vitae and the contact details, including email address of three referees (referees will not be contacted until after the interview).

Kindly forward the above details to [hrrecruitment@perdanauniversity.edu.my](mailto:hrrecruitment@perdanauniversity.edu.my)

Informal enquiries may be made in the first instance to the Dean, Professor Michael Larvin: [michael.larvin@perdanauniversity.edu.my](mailto:michael.larvin@perdanauniversity.edu.my)