

Medical Spanish Exam Grader  
California University of Science and Medicine

Direct Link: <https://www.AcademicKeys.com/r?job=244232>

Downloaded On: Sep. 5, 2024 8:14am

Posted Sep. 3, 2024, set to expire Jan. 5, 2025

**Job Title** Medical Spanish Exam Grader  
**Department** Department of Medical Education  
**Institution** California University of Science and Medicine  
Colton, California

**Date Posted** Sep. 3, 2024

**Application Deadline** Open until filled  
**Position Start Date** Available immediately

**Job Categories** Adjunct Professor  
Assistant Professor  
Associate Professor

**Academic Field(s)** Linguistics  
Foreign Languages/Literatures

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**Job Description**

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**Title**

Medical Spanish OSCE Grader

**Job Classification**

Faculty, Part-time

**Department Name**

Medical Education

**Supervisor**

Chair, Department of Medical Education with dotted line reporting to Director of Vida Program

**Work Arrangement**

On Campus

**Position Purpose**

Under the supervision of the Vida Program Director, the Medical Spanish Objective Structured Clinical Examination (OSCE) Grader will grade medical Spanish OSCE encounters by effectively applying a medical Spanish assessment rubric tailored for student doctors. This position will ensure accurate and consistent evaluation of students' proficiency in medical Spanish. The OSCE Grader will play an essential role in enhancing the linguistic and cultural competence of future healthcare providers, ultimately contributing to improved patient care for Spanish-speaking populations.

**Helpful information:**

OSCEs aim to objectively evaluate students' practical abilities in a standardized, time-limited format. The OSCE grader will not require clinical or medical knowledge but will need to learn some medical Spanish terminology. This position's work hours and frequency is anticipated to be 40 hrs/semester, spread over 5 (five) 8-hour days.

An OSCE, or Objective Structured Clinical Examination, is a common assessment method used in

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medical education. It consists of multiple stations where medical students demonstrate clinical skills and knowledge. Each station typically:

1. Lasts 5-15 minutes
2. Focuses on a specific task or scenario
3. May involve standardized patients, mannequins, or written exercises
4. Is observed and assessed by an examiner

Students rotate through stations, performing tasks such as:

- Taking patient histories
- Conducting physical examinations
- Interpreting test results
- Demonstrating communication skills
- Performing clinical procedures

### **Essential Functions**

#### **Grading Medical Spanish OSCE Encounters (80%)**

- Accurately apply the medical Spanish assessment rubric to evaluate student doctors.
- Provide detailed and constructive feedback on students' performance.
- Maintain records of grades and feedback for each student.
- Ensure grading consistency and fairness across all OSCE encounters.

#### **Training and Development (20%)**

- Participate in training sessions conducted by the Vida Medical Spanish Program Director.
- Stay updated on the latest assessment techniques and rubric modifications.
- Collaborate with the program director and other graders to ensure a uniform understanding and application of the assessment rubric.

### **Required Educational Qualifications**

- MD, DO, PhD or equivalent degree
- Advanced proficiency in both oral and written Spanish.
- Eligibility for appointment as Assistant or Associate Professor in the interdisciplinary Department

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of Medical Education.

### Skills and Abilities

- Skill in effectively using a computer and applications such as Microsoft Office 365 (Outlook, Word, Excel, and PowerPoint).
- Demonstrated near native proficiency in both Spanish and English, with excellent verbal and written communication skills in both languages.
- Ability to understand and accurately interpret complex medical terminology and patient interactions in Spanish.
- Strong attention to detail to ensure accurate and consistent grading of OSCE encounters.
- Ability to meticulously follow the assessment rubric and provide precise feedback.
- Strong analytical skills to evaluate students' performance based on specific criteria.
- Ability to identify areas of improvement and provide constructive, actionable feedback.
- Excellent interpersonal and communication skills to effectively interact with students, faculty, and other graders.
- Ability to provide clear, concise, and supportive feedback to students.
- Willingness and ability to participate in and learn from training sessions.
- Flexibility to adapt to updates and changes in the assessment rubric and grading criteria.
- Commitment to maintaining the confidentiality of student performance and assessment results.
- Skill in analyzing information to define and follow up on problems or objectives. Can identify solutions and independently act toward solving problems.
- Skill in working independently and completing assignments according to defined goals and objectives.
- Expertise in writing, speaking, presenting, and listening; display a collaborative and entrepreneurial spirit.
- Ability to effectively prioritize and deliver assignments under the pressure of deadlines and with frequent interruptions and competing priorities.
- Ability to adjust priorities quickly and multitask with excellent organizational skills.
- Ability to work in a fast-paced, high-volume environment.
- Ability to interact professionally with diplomacy, patience, and courtesy with diverse individuals; establish and maintain effective and cooperative working relationships while providing exceptional customer service.
- Ability to supervise, advise, train, and assess peers and students, including organizing, prioritizing, and scheduling assignments.
- Ability to foster a cooperative work environment.
- Ability to handle sensitive situations and information with discretion.

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### Preferred Qualifications

- Certification or certificate in Spanish for Healthcare Professionals.
- Experience in higher education, medical education, or university environment, policies and procedures as well as current trends in higher education.
- Familiarity of the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99). *This law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.*

### Other Requirements

#### Items Used

Standard office equipment including computer and headphones.

### Physical Requirements

- **Sit:** Constantly
- **Stand:** Frequently
- **Walk:** Frequently
- **Bend:** N/A
- **Squat:** N/A
- **Climb:** N/A
- **Crawl:** N/A

### Mental Requirements

- **Read/Comprehend:** Constantly
- **Write:** Constantly
- **Perform Calculations:** Frequently
- **Communicate Orally:** Constantly
- **Reason and Analyze:** Constantly

### Environmental Requirements

- **Is exposed to excessive noise:** No
- **Is around moving machinery:** No
- **Is exposed to marked changes in temperature and/or humidity:** No

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- **Drives motorized equipment:** No
- **Works in confined quarters:** No
- **Dust:** No
- **Fumes:** No

**Documents required**

- Cover Letter
- Curriculum Vitae - Your most recently updated CV
- Statement of Past and/or Planned Future Contributions to Advancing Diversity and Inclusive Excellence

**We may request the following from candidates who advance in the interview process**

- Evidence of Teaching Excellence/Teaching Evaluations

*Disclaimer:*

*The above information has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required to employees assigned to this job.*

*Proof of full vaccination and one booster of SARS-CoV-2 (COVID-19) is a condition of employment or, if applicable, submit a request for Exception (based on Medical Exemption, Disability, and/or Religious Objection.)*

**FLSA Status:** Exempt

Job Description Preparation Date: July 17, 2024

**EEO/AA Policy**

**Diversity and Equal Employment Opportunity Policy Statement**

California University of Science and Medicine (CUSM) supports the principles of equal opportunity,

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inclusion and diversity in employment and education. The University seeks to ensure that no person will encounter discrimination in employment or education on the basis of age, skin color, ability status, biological sex, gender identity, gender expression, national origin, immigration status, race, ethnicity, religion, sexual identity, or Veteran's status. This policy is applicable to both the employment practices and administration of programs and activities within the University. It is the policy of the University that no person shall be excluded from participation in, be denied the benefits of, or in any way be subject to discrimination in any program or activity at the University. Further, CUSM is committed to being an antiracist institution that continuously works to end oppression in all forms. Therefore, CUSM actively maintains institutional structures and learning opportunities to prevent bias or discrimination incidents and address them with individual and collective accountability should they occur.

### Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

**Contact** Human Resources  
California University of Science and Medicine  
1501 Violet St  
Colton, CA 92324

**Contact E-mail** [careers@cusm.edu](mailto:careers@cusm.edu)