

POSITION ANNOUNCEMENT

Ponce Health Sciences University (PHSU) School of Medicine invites applications and nominations for the position of **Chair of the Department of Psychiatry**, with an anticipated start date of **September 2026**.

Required Qualifications

Applicants must meet the following qualifications:

- Doctor of Medicine (MD) degree with specialty training in Psychiatry and a minimum of three years of post-training clinical experience.
- Board certification by the American Board of Psychiatry and Neurology (ABPN).
- At least three years of experience in academic medicine, including undergraduate medical education and/or graduate medical education.
- Current faculty appointment at an accredited institution of higher education, or eligibility for appointment at the faculty rank appropriate to experience and credentials.
- Demonstrated leadership experience, community engagement, and ongoing professional development.
- Fluency in both English and Spanish.
- Commitment to the mission and values of Ponce Health Sciences University School of Medicine.

Mission Statement

The mission of Ponce Health Sciences University School of Medicine is:

To educate ethical and competent professionals, clinicians, and scientists who advance healthcare and biomedical discovery through compassionate service, rigorous research, and culturally responsive education, addressing health disparities and improving the well-being of populations in Puerto Rico and beyond.

Position Responsibilities

The Chair of the Department of Psychiatry will:

Leadership and Administration

- Report to the Dean of Medicine through the Associate Dean for Medical Education on academic matters and through the Associate Dean for Clinical and Faculty Affairs on faculty and clinical site matters.
- Provide strategic leadership consistent with the mission and goals of the School of Medicine in education, clinical service, research, and community engagement.
- Develop, implement, and annually review the department's strategic plan in alignment with institutional priorities.
- Develop and manage the departmental budget in accordance with institutional policies and Board-approved allocations.
- Submit required biweekly reports and participate in interim and annual performance evaluations.
- Serve as an ex officio member of the Executive and Policy Committee (EPC) and contribute to institutional decision-making processes.
- Identify, develop, and maintain high-quality clinical training sites for clerkships, electives, and selective rotations.
- Participate actively in institutional, programmatic, and accreditation-related committees and activities.
- Perform additional duties assigned by the Dean or institutional leadership.





Medical Education (Graduate and Undergraduate)

- Ensure the delivery of a high-quality Psychiatry and Behavioral Sciences curriculum across required and elective educational experiences.
- Maintain comprehensive oversight of curricular content, assessment systems, and integration of Psychiatry and Behavioral Sciences throughout all four years of the medical education program.
- Ensure comparability of educational experiences, assessment methods, and learning outcomes across all instructional and clinical training sites.
- Monitor student performance data, including NBME examinations, USMLE outcomes, and course evaluations, and provide required reports to the Office of Medical Education.
- Ensure the timely submission of student grades for clerkships and electives.
- Coordinate the digitalization of departmental educational content and implement approved instructional technologies and learning modalities.
- Coordinate mentorship and career development opportunities for students interested in Psychiatry.
- Support and enhance graduate medical education programs, including Psychiatry residencies and fellowships.
- Resident supervision.

Faculty Affairs and Development

- Recruit, recommend, retain, mentor, and supervise qualified faculty members.
- Conduct annual evaluations of full-time and part-time faculty, providing constructive feedback and recommendations regarding promotion, professional development, and contract renewal.
- Maintain accurate faculty records, including appointment status, academic activities, and scholarly productivity.
- Promote faculty development and coordinate annual faculty development initiatives.

Research and Scholarly Activity

- Foster a culture of research, scholarship, and academic excellence among faculty, residents, fellows, and medical students.
- Encourage dissemination of scholarly work through peer-reviewed publications, presentations, and professional meetings.

Applications will be received until September 6, 2026. Please send a letter of intention and curriculum vitae to:

Search Committee
Psychiatry Department Chair
PO Box 7004
Ponce, Puerto Rico 00732-7004 Email:
jobs@psm.edu
Equal Opportunity/ Affirmative Action Employer



PHSU
PONCE HEALTH SCIENCES UNIVERSITY

· Ponce, Puerto Rico ·

388 Zona Industrial Reparada 2
Ponce PR 00716
phsu.edu

