|  |  |
| --- | --- |
| **University Classification**:  |  |
| **Working Title** (if applicable):  |  |
| **UI Job Code:**  |  |
| **Job Function**:  |  |
| **Job Family**: |  |
| **Position Number:** |  |
| **Department:**  |  |
| **Org/Dept/Sub-Dept #:** |  |
| **Reports to:** (position) |  |
| **Does position supervise others?** | Choose an item. |
| **FLSA Exempt:**  | Choose an item. |

|  |
| --- |
| UI Health Care Core Values (WE CARE) |

|  |  |
| --- | --- |
| ***W****elcoming* | *We strive for an environment where everyone has a voice that is heard, that promotes the dignity of our patients, trainees, and employees, and allows all to thrive in their health, work, research, and education.* |
| ***E****xcellence* | *We aim to achieve and deliver our personal and collective best in the pursuit of quality and accessible healthcare, education, and research.* |
| ***C****ollaboration*  | *We believe teamwork is the best way to work.*  |
| ***A****ccountability*  | *We behave ethically, act openly and with integrity in all that we do, taking responsibility for our actions.* |
| ***R****espect*  | *We honor diversity and recognize the worth and dignity of every person.*  |
| ***E****xcellence*  | *We strive to achieve excellence in all that we do.*  |

Click [here](https://thepoint.healthcare.uiowa.edu/sites/HHR/New%20Performace%20Review%20Tool/Behavior%20Examples%20-%20ICARE%20Core%20Values.pdf) for additional information on behavioral examples of WE CARE Core Values.

|  |
| --- |
| Position Summary  |

Provide a summary of the position

|  |
| --- |
| Position Responsibilities |

* Provide detailed job responsibilities

|  |
| --- |
| Education Requirements |

List educational requirements

|  |
| --- |
| Experience Requirements |

List number of years required

List specific job-related, performance-related and organization-related skills required

List communication skills required, including written, verbal and presentation skills, if applicable

List technical and computer skills required

|  |
| --- |
| Desired Qualifications |

List desired qualifications including skills, experience, and education

|  |
| --- |
| Competencies (Not Required)  |

List technical competencies here. You can find instructions for viewing technical competencies at: <https://hr.uiowa.edu/careers/competencies/reviewing-competencies>