|  |  |
| --- | --- |
| **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 (WECARE)** |

|  |  |
| --- | --- |
| ***W****elcoming* | *We have 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 achieve and deliver our personal and collective best in the pursuit of quality and accessible health care, education, and research.* |
| ***C****ollaboration*  | *We collaborate with health care systems, providers, and communities across Iowa and the region as well as within our UI community. We believe teamwork—guided by compassion—is the best way to work.* |
| ***A****ccountability*  | *We behave ethically, act with fairness and integrity, take responsibility for our own actions, and respond when errors in behavior or judgment occur.* |
| ***R****espect* | *We create an environment where every individual feels safe, valued, and respected, supporting the well-being and success of all members of our community.* |
| ***E****mpowerment* | *We commit to fair access to research, health care, and education for our community and opportunities for personal and professional growth for our staff and learners.* |

|  |
| --- |
| Position Summary  |

Provide an overall summary of the position

|  |
| --- |
| Position Responsibilities |

Provide specific detailed job responsibilities

|  |
| --- |
| Key Knowledge, Skills, and Abilities |

Provide specific knowledge, skill, and ability requirements of the position

|  |
| --- |
| Minimum Eligibility Requirements |

List educational requirements

|  |
| --- |
| Special Qualification Requirements |

List special qualifications required for the position

|  |
| --- |
| Desired Qualifications |

List desired qualifications