



Harvard School of Dental Medicine

Position Available

Instructor/Assistant Professor (Senior Tutor)

Harvard School of Dental Medicine is seeking candidates for the position of Senior Tutor in the School's problem-based curriculum in clinical dentistry. The position will be available as of July 1, 2008. Reporting to the Dean for Dental Education, Senior Tutors are responsible for managing the clinical education of predoctoral dental students, monitoring student progress through all phases of the clinical years of the program, and ensuring the delivery of comprehensive dental care to patients in the student teaching practice.

The Senior Tutor will head a Treatment Team consisting of 14-16 third and fourth year students and will serve as mentor, facilitator, coach and teacher for a multi-disciplinary clinical teaching program. The Tutor will balance case loads among students to ensure breadth of experience across all disciplines, provide formal approval of treatment plans, and track the status of treatment plans. In conjunction with Attending Clinical Faculty from the various clinical disciplines, the Senior Tutor will follow clinical progress of students; supervise students on clinic floor, including providing patient treatment when necessary; and oversee patient care for 4th year students during extramural rotations. The Senior Tutor is expected to develop the Treatment Team as a small group practice, incorporating practice management issues into Team operations. In collaboration with other Senior Tutors, s/he will work with Teaching Practice Clinic Manager and Patient Care Representative to ensure smooth operation of the clinic; monitor productivity, income, and expenditures for Team; and produce quarterly and annual reports.

In addition to the above, each Senior Tutor has responsibility for one or more School-wide programs. Assignment of these responsibilities is based upon individual interests and the unique abilities of the individual Senior Tutors. Full time appointment consists of 3 days as Senior Tutor plus two days for patient care, research and/or other administrative activity. Depending on qualifications, the successful candidate will be appointed at the level of Instructor or Assistant Professor in one of the HSDM academic departments.

Requirements: DMD or DDS degree, eligibility for licensure in Massachusetts, broad experience in the disciplines of general dentistry, good interpersonal and organizational skills, and excellent personnel management skills. Also desirable: experience in an educational setting; managerial experience in a group practice setting, computer literacy, and experience with computerized clinic management systems. Harvard University is an Equal Opportunity Employer. Letters of interest, along with a *curriculum vitae* and the names and addresses of three references, should be submitted to Dr. T. Howard Howell, Dean for Dental Education, Harvard School of Dental Medicine, 188 Longwood Avenue, Boston, MA 02115.

