



## **Dean, School of Medicine**

Meharry Medical College (MMC) is seeking applications and nominations for the position of Dean of the School of Medicine. The Dean of the School of Medicine is the chief academic and administrative officer of the medical school, responsible for academic programs; advancement of research; student affairs; curriculum; and fiscal management. In addition to administrative oversight of the School, the Dean is responsible for the academic component of residency programs. It is expected that the Dean will work in close collaboration with the other members of the Executive Management Team in carrying out the prescribed duties.

### **About Meharry**

Meharry Medical College is the nation's largest private, independent, historically black academic health center dedicated solely to educating minority and other health professionals. The College is particularly well known for its uniquely nurturing, highly effective educational programs; emerging preeminence in health disparities research; culturally sensitive, evidence-based health services; and significant contribution to the diversity of the nation's health professions workforce. To date, more than 76% of our graduates practice in underserved communities and more than 60% of our graduates from the School of Medicine enter primary care.

The School of Medicine is the oldest and largest of the three schools at Meharry. It admits 105 medical students and some 30 residents annually. Its residents train in Family Practice, Internal Medicine, Occupational Medicine, Preventive Medicine, OB/GYN or Psychiatry.

The School is nationally recognized for its community-based and academic programs. National centers and programs have been established to address sickle cell anemia, hypertension, HIV/AIDS, environmental health, teen pregnancy, cancer, kidney failure, aging and more. The School's faculty, staff and students actively serve the community in many ways: mentoring for high school and college students; Health Careers Opportunity Programs for elementary, high school and college students; speakers on health topics and more. The School has a program to assist college graduates in preparing to enter health professions schools.

Meharry's student body reflects the diversity of the nation, with representation from the African American, Caucasian, Hispanic, Asian, and Native American communities. The majority of Meharry's graduates keep the commitment of the founding fathers by practicing in underserved urban and rural communities. More than 60 percent of Meharry's School of Medicine graduates have selected generalist fields of family medicine, internal medicine, pediatrics, and obstetrics and gynecology as areas of specialization. Since 1970, Meharry has conferred more than 10 percent of the Ph.D. degrees awarded nationally to African Americans in all of the biomedical sciences. Meharry continues to be proud of its leadership role in helping to ensure diversity in the nation's health professions work force.

### **Position Qualifications**

- An M.D. and/or earned doctorate or equivalent terminal degree in one of the basic medical sciences
- Minimum of 5 years experience in a substantial academic leadership role in an academic health center
- A record of, commitment to, distinction in, and respect for scholarly activities
- A strong commitment to academic excellence and to improving opportunities for the underrepresented and the underserved
- Extensive experience in teaching and service at an academic health center
- Excellent, demonstrated skills in leadership, strategic planning, fiscal management, scholarly activity, communications, fund raising, and development of collaborative working relationships
- National recognition in an area of expertise

### **Position Expectations**

#### *Administration of the School of Medicine*

- Manage resources of the School of Medicine, for the effective operation of academic programs and for personnel administration in accordance with college policy
- Maintain accreditation of undergraduate medical education and residency programs offered by the School of Medicine

#### *Teaching and Student Learning, School of Medicine*

- Work in a cooperative manner with the Deans of the other schools to provide high quality instruction to prepare students for the practice of medicine and dentistry and to pass their licensure examinations
- Ensure that residents, fellows, and other clinical students have adequate resources for a quality education in the clinical sciences.

- Maintain a highly competent staff and faculty needed to maintain a strong curriculum, which reflects the current and future methods of delivering instruction to students in the three schools of the College
- Provide leadership and vision to facilitate the use of innovative methods for the delivery of instruction directed to the special needs of our residents

*Research within the School of Medicine*

- Encourage faculty in the School of Medicine to participate in the governance of the college and serve on committees essential to the operations of the College
- Encourage faculty to foster linkages through service to the community
- Maintain a positive interface with the community to develop ambulatory sites for clinical training.

*General Knowledge, Skills and Abilities*

- Knowledge of mission, principles, procedures, and regulations governing the institution and the college.
- Thorough understanding of institutional policies, goals, and objectives.
- Ability to competently perform professional level administrative and financial projects in compliance with established guidelines.
- Good oral and written communication skills coupled with interpersonal skills, including listening skills necessary to interact effectively with internal and external contacts.
- Strong organization and time management skills.
- Proficiency in related PC based software applications.

Meharry Medical College invites letters of nomination, applications or expressions of interest to be submitted to the search firm assisting the College. Applications should be accompanied by a letter of interest, curriculum vitae and names of five or more references. Confidential review of materials will begin immediately and continue until the appointment is made. It is preferred, however, that all nominations and applications be submitted prior to January 28, 2010 to: (electronic submissions preferred)

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