



**Associate Dean for Faculty Affairs and Faculty Development
College of Medicine
University of South Alabama**

The University of South Alabama (USA) College of Medicine invites applications for the position of Associate Dean for Faculty Affairs and Faculty Development. USA College of Medicine seeks a dynamic, highly accomplished, and visionary leader to grow and develop faculty initiatives within the College of Medicine and USA Health.

The Organization

With more than 3,600 employees, the USA Health network includes the University Hospital, Children's & Women's Hospital, Mitchell Cancer Institute, Physicians Group, Healthcare Authority, and the College of Medicine. USA Health supports 20 ACGME-accredited residency and fellowship programs, as well as 2 additional non-ACGME fellowship programs. The College of Medicine offers both the LCME-accredited MD degree and a PhD degree in Basic Medical Sciences. Overall, the academic environment within the USA Health network and the College of Medicine supports outstanding training for 270 residents and fellows, 300 medical students, 50 PhD students and additional postdoctoral research fellows.

At present, 270 faculty members across the 17 academic departments and the division of medical education in the College of Medicine support the teaching, research, and service missions of the college. These faculty contribute to the competitiveness and success of our graduates, the research funding portfolio which currently is nearly \$20 million, and the effectiveness of our centers and institutes, including the Center for Lung Biology, Center for Healthy Communities, Center for Strategic Health Innovation, Center for Disaster Healthcare Preparedness, and the Mitchell Cancer Institute. USA is a partner in the regional Center for Clinical and Translational Science (CCTS) network.

The University of South Alabama is a 1,200 acre urban campus offering comprehensive global research and educational programs that provide more than 14,000 students a quality education in business, the liberal arts, education, engineering, computing, the sciences, and health care. USA's commitment to student success includes opportunities in nearly 100 undergraduate, masters, and doctoral degree programs. Current faculty development initiatives/opportunities include a vibrant USA Innovation in Learning Center, university and College of Medicine intramural grant writing and grants programs, as well as those offered through the CCTS.

The Position

The Associate Dean for Faculty Affairs and Faculty Development has primary responsibility for organizing and growing faculty development initiatives across the college and oversees the Office of Faculty Affairs. The Associate Dean for Faculty Affairs and Faculty Development collaborates with other Associate Deans in the college, as well as with other offices and centers across the college and university, regarding faculty development. The Associate Dean works with the Office of Faculty Affairs Director, the Associate Dean for Diversity and Inclusion, department chairs, and center/institute directors to coordinate faculty recruitment, the annual evaluation process, as well as promotion and tenure policies and processes. The Associate Dean reports to the Senior Associate Dean and serves on the Dean's Cabinet as well as any other appropriate school and/or university committees.

The Associate Dean for Faculty Affairs and Faculty Development is expected to:

- Develop and implement a college-wide faculty development portfolio, making optimal use of university resources;

- Provide support to chairs and faculty with questions about career development;
- Create and lead a sustainable faculty mentoring program;
- Work with chairs to successfully retain and mentor faculty;
- Provide leadership for establishing and maintaining a dynamic, collaborative, and forward-thinking faculty;
- Educate and advise chairs on university faculty recruitment methodologies and policies;
- Serve as a resource for faculty regarding the annual evaluation and promotion / tenure process;
- Maintain current knowledge of all departmental / university processes and protocols for these processes;
- Work with other units in the College of Medicine to ensure timely progress towards strategic planning efforts related to faculty;
- Recommend and implement policies pertinent to faculty;
- Foster an environment that is sensitive to the university's mission and considers inclusiveness;
- Facilitate communication that is timely, open, two-way, and transparent;
- Respond to and assist with the resolution of faculty concerns; and
- Attend meetings, conferences and/or special events as required by the Dean or university.

Preferred Qualifications

The Associate Dean for Faculty Affairs and Faculty Development must possess a terminal degree.

It is also preferred that the Associate Dean for Faculty Affairs and Development possesses:

- An outstanding track record of faculty engagement and related experience in a medical school setting;
- Strong evidence of leadership skills;
- Experience implementing new initiatives and managing change;
- Demonstrated experience leading and performing in academic medicine;
- Highly developed communication skills;
- A demonstrated commitment to diversity and inclusion; and
- A broad understanding of basic science faculty and clinical faculty needs.

Application Process

The University of South Alabama College of Medicine values diversity, equity and inclusion. We are committed to the creation of a diverse workforce in healthcare and biomedical sciences. Women and applicants from traditionally underrepresented populations are encouraged to apply.

The Search Committee invites nominations, applications (letter of interest, comprehensive curriculum vitae, and the names and contact information of at least five references), or expressions of interest to be submitted to the search firm assisting USA. Confidential review of materials will begin immediately and continue until the appointment is made. The Search Committee prefers that all nominations and applications be submitted to the search firm prior to January 21, 2020.

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