



Chair, Department of Microbiology & Immunology

Position Description

The [University of Michigan Medical School](#) seeks a nationally recognized, accomplished and visionary Microbiology & Immunology leader to continue to advance the research, education, and philanthropic missions of the [Department of Microbiology & Immunology](#) and school. This leader will build on the significant departmental and institutional strengths, as well as its commitment to research and innovation. The Department of Microbiology and Immunology, which has been a leader in advancing knowledge of the interactions between microbes and humans that dictate health or disease for more than a century, is an inclusive community whose passion for discovery, service, leadership and sharing of knowledge addresses global microbiology and immunology challenges.

OVERALL STRATEGIC RESPONSIBILITIES

Create and establish a unifying vision for the future of the Department of Microbiology & Immunology with other leaders and key stakeholders across the university.

- Effectively articulate the mission, vision and values of the Department of Microbiology & Immunology to all members and stakeholders. Lead the department constituents in executing and delivering on the mission, vision, and strategic plan.
- Be a role model for integrity, scholarship, professional competence, and collegiality and collaboration across the organization.
- Support interdisciplinary collaboration to catalyze Michigan Medicine's tripartite mission of patient care, research, and education.
- Strengthen opportunities to engage the next generation of health care providers and health scholars with members of the Department of Microbiology & Immunology.
- Be an effective institutional leader, helping in the development of network strategies and outreach opportunities.

Lead and ensure the success of the educational process and environment for the department and support educational initiatives across the campus.

- Maintain excellence in the department's educational programs, including those involving medical students, residents, fellows, undergraduate and graduate students, post-doctoral scholars, and continuing professional development.
- Oversee training program directors in the Department of Microbiology & Immunology.
- Work collaboratively with other departments and centers to create and grow shared training programs or assigned training experiences
- Implement curricular changes and requirements in order to provide a supportive and constructive environment for learners.

Advance and strengthen individual and departmental research programs.

- With members of the department and other leaders at the University, establish a unifying plan to leverage existing institutional strengths to advance life science research across the University.
- Identify and support critical research areas that will enhance the department's knowledge base and support the clinical mission.
- Lead the department and individual faculty members in identifying and obtaining external and intramural funding.
- Strengthen the integration and collaboration between the clinical and non-clinical investigators within the institution.
- Cultivate a highly collaborative, inclusive environment that emphasizes the development of research programs that cross organizational boundaries of the university.

DESIRED PERSONAL CHARACTERISTICS AND QUALIFICATIONS

- The chair should possess:

- **Communication skills** – Positive interpersonal skills that demonstrate diplomacy and accessibility. Relational skills to support vision and leadership. The chair should be approachable; collegial, assertive; able to build a team that moves towards common goals; transparent; participative with an open management style.
- **Integrity** – Personal standard of behavior that will be a model for the organization and will inspire all within the department to work collaboratively toward shared goals.
- **Vision** – Forward thinking, responsive to needs of the, faculty, learners and staff. Able to shape organizational change and convey a clear, shared vision and alignment of efforts. Possesses the personal charisma needed to drive and implement necessary change.
- **Intellectual and analytical skills** – to drive cogent planning and establishment of robust research management systems.
- **Political acumen and collaborative skills** –to build consensus among strong, diverse and sometimes competing individuals and programs. Facilitates strong collaboration between the research and clinical programs of the department and institution.
- **Accessibility** - Interested in and available to discuss the work environment for faculty in Microbiology & Immunology, sensitive to their areas of dissatisfaction, and celebratory of their areas of growth and achievement.
- **Diversity mindset** – Demonstrated commitment to diversity and equity and an appreciation for its important contributions to excellence.
- The chair should be a:
 - **Motivator/mentor** – Able to inspire all rank of staff. Capable of motivating people to be team players, to be collegial and supportive, and willing to share information. Demonstrated commitment to developing faculty and staff for departmental and institutional leadership roles.
 - **Change agent** – who is innovative, willing to take risks and has the creativity to reengineer existing practices and to construct new ways of doing things.
 - **Decisive leader** – who combines a sense of equanimity with humor to sustain intense, productive and collaborative leadership effort.
 - **Team player** – and collaborator on multiple levels of research and administrative staff.
 - **Results-oriented achiever** – by using appropriate problem solving tools and techniques and aligning the culture in the process of obtaining results.
 - **Role model** – who demonstrates key leadership qualities, including humility, honesty, trustworthiness, loyalty, compassion, caring, and empathy. Demonstrated intolerance of injustice, gossip, discrimination, inequity, exclusion, bullying, or harassment.

SPECIFIC DUTIES

Recruit, retain and develop diverse faculty and staff to achieve the department vision, ensuring the success of all disciplines within the department and the national prominence of the department.

- Recruit, mentor, develop and retain outstanding faculty who share the vision for the future of the department.
- Listen, communicate, and empower faculty and staff. Seek appropriate honors, awards, and national leadership positions for faculty and staff. Satisfaction and career advancement of the department's many constituents are important objectives in pursuing the overall vision and mission.
- Develop a succession plan to identify, develop and mentor individuals to successfully assume leadership positions within the department and nationally.

Continue to achieve or exceed financial goals through management, research funding, and philanthropy.

- Maintain a fiscally sound department. Ensure the administrative budget and operations management are sound and that the departmental resources are effectively, wisely, and transparently managed.
- Adhere to all University, regulatory and Michigan Medicine policies and practices. The chair must be viewed as fair and strategic, and thus inspire confidence of faculty, staff and trainees.
- Work effectively to secure philanthropic support for the research and training programs of the department. Collaborate with the Office of University Development to develop a robust philanthropic plan and programs

in partnership with the other clinical and basic science departments.

Build on the University's longstanding commitment to build and nurture a community characterized by diversity, equity and inclusion.

- Create an inclusive, supportive, and safe environment that focuses on excellence in communication, collaboration and teamwork.
- Participate in and help develop new approaches to maintain diversity as a critical component of student education, research, and service.
- Lead the department to recruit, retain, and mentor the best learners, faculty, and staff by creating a community that seeks, welcomes, and expects diversity.
- Coordinate with institutional leadership and the Office of Health Equity and Inclusion to provide metrics and help implement strategies for creating a supportive culture and climate that promotes inclusion and equity.
- Support research and practice improvement to enhance care of minority communities and the underserved.

Align with the cultural priorities and approaches of the school and university.

- Cultivate a highly collaborative, inclusive environment that emphasizes the pursuit of excellence and the development of research and education programs that cross organizational boundaries of the university.
- Implement and participate in the missions of the Medical School, specifically programs and initiatives of the EVPMA/Dean and the Medical School Executive Committee.
- Understand and adhere to the Regents' Bylaws, the University's Standard Practice Guide, the Medical School Bylaws and policies, and the University of Michigan Medical Group Bylaws.
- Enthusiastically participate in cultural and organizational needs and activities of the University, Health System and Medical School.

Fulfill other responsibilities of leadership

- Ensure fiduciary and regulatory agency compliance related to the department's activities and responsibly manage conflict of interest and commitment, policy and procedural compliance. Avoid conflict of interest, conflict of commitment and the appearance of such conflicts.
- Act as an institutional leader in helping to develop a robust mentoring strategy.
- Implement the missions of the school, specifically programs and initiatives of the EVPMA/Dean and Medical School Executive Committee. A chair may have parallel responsibilities managing interdepartmental or extra departmental units, such as a center or facility with parallel expectations. Ultimately, the chair should maintain the confidence of the EVPMA/Dean and Executive Committee.

REQUIRED QUALIFICATIONS

The successful candidate will have a PhD, MD or comparable degree, and have an outstanding record of scholarly accomplishment, sufficient to justify a tenured faculty appointment. This individual must have a nationally recognized scientific record, be highly collaborative and motivated and have significant experience building and unifying interdisciplinary teams. A candidate must have a proven track record in developing research programs; a demonstrated commitment to education; and significant philanthropic, administrative and budgetary experience in a matrix-based organization. Additional desired qualifications are for the candidate to have a track record of external funding on a national level.

REPORTING STRUCTURE

The Chair of the Department of Microbiology & Immunology reports to the EVPMA/Dean with delegation to the Executive Vice Dean for Academic Affairs and the Executive Vice Dean for Research of the Medical School.

NOMINATIONS AND APPLICATIONS

The Department of Microbiology & Immunology chair search advisory committee is being chaired by Phyllis I. Hanson, MD, PhD. Nominations should be sent to Ali Von Au Douglas (avonaudo@umich.edu) by September 23, 2020.

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Candidates interested in the position should apply via the application website: <http://apply.interfolio.com/78251> by October 16. Applicants will need to submit a CV and 1-2 page letter of interest. Within the letter of interest, candidates should include specifics regarding why they are interested in the position, leadership and business experience, their vision for the department, and a summary of past accomplishments (research, education, diversity, innovation, collaboration, etc.).

Virtual interviews are expected to occur in November 2020.

WEBSITES FOR ADDITIONAL INFORMATION

Michigan Medicine: <https://www.med.umich.edu/>

Office of Health Equity and Inclusion: <https://ohei.med.umich.edu/>

The University of Michigan: <https://umich.edu/>

Michigan Medicine seeks to recruit and retain a diverse workforce as a reflection of our commitment to serve the diverse people of Michigan and to maintain the excellence of the University. We welcome applications from anyone who would bring additional dimensions to the University's research, teaching, and clinical mission, including women, members of minority groups, protected veterans, and individuals with disabilities. The University of Michigan is committed to a policy of nondiscrimination and equal opportunity for all persons and will not discriminate against any individual because of race, color, national origin, age, marital status, sex, sexual orientation, gender identity, gender expression, disability, religion, height, weight, or veteran status. The University of Michigan is an Equal Employment Opportunity/Affirmative Action Employer.