



Associate Dean for Graduate Medical Education (GME) and Designated Institutional Official (DIO)

The Charles E. Schmidt College of Medicine at Florida Atlantic University is searching for a dynamic and collaborative leader in graduate medical education to serve as its Associate Dean for Graduate Medical Education (GME) and Designated Institutional Official (DIO). The DIO will lead the next phase in GME by defining and implementing an innovative vision to drive graduate medical educational excellence in alignment with the College's Strategic Plan. The DIO will report to the Senior Associate Dean for Medical Education and will work collaboratively to enhance synergies between GME and UME activities in education and scholarship.

The DIO is responsible for exercising administrative oversight of all GME programs, including 5 residency programs and 3 fellowships, as well as for strategically developing new programs. The DIO serves as the principal liaison between the College of Medicine and hospital leadership at partner institutions offering graduate medical education programs.

Essential Duties and Responsibilities:

Executive Leadership

- Strategically enhance FAU's GME programs to advance the national and international reputation of the Schmidt College of Medicine.
- Collaborate and serve as the principal liaison between the Dean and senior administrators at institutions offering graduate medical education programs.
- Develop a rigorous and supportive scholarly atmosphere conducive to achieving excellence in teaching, research, and patient care.
- Provide leadership in the development, implementation, and review of academic and administrative policies and procedures.
- Direct the operations of the FAU GME Consortium.

Academic Oversight

- Provide leadership and oversight to all GME programs, faculty, trainees, and staff.
- Work with the program directors and hospital leadership to foster a diverse and inclusive community of GME faculty, staff, residents and fellows of the highest quality.
- Strategically plan new fellowship and residency programs, support continuous quality improvement, develop and implement all GME curricular and programmatic innovations and initiatives.
- Oversee the preparation of applications for ACGME accreditation and preparation for relevant Residency.
- Review Committees (RRC) site visits for new and existing GME programs.
- Assure compliance with ACGME requirements for continued accreditation including resident/fellow well-being; work with the Director of Student Success and Wellness to promote wellness among GME trainees.
- Evaluate and approve curricular changes, advising functions, and student recruitment and retention actions and initiatives.
- Oversee the conduct of the NRMP specialty and subspecialty matching programs and serve as liaison between residency programs.
- Provide faculty development for PDs, APDs, and faculty members; work collaboratively to develop an optimal learning environment for trainees.

- Collaborate with UME and Student Affairs leadership on mechanisms to ensure articulation between the undergraduate and graduate medical education programs.
- Promote and administer research programs and grants; plan and report GME research activities.

Financial Management

- Oversee GME in coordination with COM and hospital finance teams.
- Identify and assist in the development of proposals for contract and grant funding of GME.

Minimum Qualification:

M.D. or D.O. from an accredited institution and credentials that merit appointment at the rank of associate or full professor and a minimum of five years of related experience as DIO or program director in a college of medicine or academic health center by the time of application. M.D. and D.O. applicants must be board certified in an ABMS specialty and eligible for licensure or licensed to practice in the State of Florida.

Significant experience demonstrating knowledge of graduate medical education, including the policies and procedures of the ACGME, relevant RRCs, and GME financing, along with involvement in all aspects of medical education throughout medical school and residency is also required.

The ideal candidate will be an innovative and strategic leader with a strong commitment to collaboration, innovation, diversity-inclusion, integrity, and transparency. He or she will also possess superb communication skills and strong budgetary and financial management skills. Experience working collaboratively and strategically with hospital leadership (CEO's, CMO's, and others) is preferred.

All applicants must apply electronically to the currently posted position (Associate Dean for Graduate Medical Education and Designated Institutional Official (DIO) on the Office of Human Resources' job website (<https://fau.edu/jobs>) by completing the required online employment application and submitting the related documents. When completing the online application, please upload the following: a cover letter detailing teaching and leadership interests and experience, curriculum vitae, list of names and contact information for at least three professional references and copies of official transcripts scanned into an electronic format.

A background check will be required for the candidate selected for this position. This position is subject to funding.

For more information and to apply, visit www.fau.edu/jobs and go to Apply Now (REQ06086).

Florida Atlantic University is an equal opportunity/affirmative action/equal access institution and all qualified applicants will receive consideration without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability status, protected veterans status or other protected status. Individuals with disabilities requiring accommodation, please call 561-297-3057, 711.

FAU is committed to the principles of engaged teaching, research and service. All persons aspiring to achieve excellence in the practice of these principles are encouraged to apply.