

SENIOR ASSOCIATE DEAN, ACADEMIC AFFAIRS (PROFESSOR, NTE,TE/T)
COLLEGE OF MEDICINE- PHOENIX
University of Arizona

Department Website Link
[College of Medicine-Phoenix](#)

Position Highlights

The College of Medicine- Phoenix invites applications for the Senior Associate Dean of Academic Affairs. This is an opportunity for an extraordinary leader to direct the recruitment of diverse students and advance an innovative educational curriculum at University of Arizona College of Medicine – Phoenix (CoM-P). The new Senior Associate Dean must be an outstanding leader with a strong academic record, and widely recognized for thought leadership and contributions to medical education. We are looking for a strong advocate for students, an energetic faculty member, and a precise communicator. This position represents a unique opportunity to further build on an innovative curriculum at the College of Medicine-Phoenix.

The Senior Associate Dean reports directly to the Dean of the College of Medicine – Phoenix and will provide vision and strategic oversight in all matters relating to undergraduate medical education (UME) of the College of Medicine including admissions, student affairs, curriculum for medical education, assessment and evaluation, and LCME accreditation.

The successful candidate will be operationally savvy, highly knowledgeable of LCME and pedagogic approaches, able to meet the needs of a growing class size and demonstrate a deep understanding of medical education. Other responsibilities include fostering education and instructional development of faculty and staff, oversight of medical education resources and budget, alumni outreach, and strengthening relationships within the University and communities outside of the University. The Senior Associate Dean will work closely with department chairs and clerkship directors to facilitate an exceptional undergraduate medical education experience and provide a pipeline to University of Arizona-sponsored GME programs.

The successful candidate will fulfill the responsibilities of a faculty member in an appropriate department, actively participate in teaching, clinical service and/or scholarly work, and must qualify for an appointment at the rank of Professor.

Outstanding UA benefits include health, dental, and vision insurance plans; life insurance and disability programs; paid vacation, sick leave, and holidays; UA/ASU/NAU tuition reduction for the employee and qualified family members; state and optional retirement plans; access to UA recreation and cultural activities; and more!

The University of Arizona has been recognized for our innovative work-life programs. For more information about working at the University of Arizona and relocations services please visit <https://talent.arizona.edu>.

Employee COVID-19 Vaccine Requirement

All University employees are required to submit documentation demonstrating they are fully vaccinated for COVID-19 as a condition of employment unless granted a religious or disability/medical accommodation. New hires must submit their COVID-19 vaccine documentation or accommodation request no later than one week after their hire date or by December 8, 2021, whichever occurs later. To learn more about the employee COVID-19 vaccine requirement, submitting vaccine documentation, and/or requesting an accommodation, please visit <https://hr.arizona.edu/content/employee-covid-19-vaccine-requirement>.

Duties & Responsibilities

- Oversee all the educational and student service programs within the College of Medicine
- Lead Continuous Quality Improvement team and actively manage and maintain LCME accreditation
- Represent the College of Medicine at the AAMC national meetings and serve on national committees
- Ensure successful implementation of our innovative undergraduate medical curriculum, consistent with the educational goals of the COM
- Oversee further development and distinction in the Scholarly Projects program.
- Strengthen partnerships with affiliate institutions and community physicians to benefit the educational mission
- Strengthen existing relationships with universities, foundations, and other organizations to help strengthen health care and ensure the success of the College of Medicine.
- Establish priorities for clinical and academic program development and for recruiting the key academic leaders necessary to implement educational priorities.
- Retain/recruit an institutional team who will successfully execute the educational goals of the strategic plan.
- Champion unique student pipeline programs with the office of Diversity and Inclusion
- Provide effective unit oversight of the financial and operational performance of Academic Affairs for the College of Medicine.

- Actively assist career development of the education faculty and deans in the COM
Identify opportunities for enhanced performance in areas of research, education and faculty development.
- Additional duties as assigned

Minimum Qualifications

- MD or PhD degree from an LCME accredited institution
- Academic credentials to support the rank of a senior faculty position in an appropriate academic Department
- Minimum of 4 years of progressively complex administrative experience in academic medical center/medical school setting.
- National recognition as evidenced by involvement in clinical, academic and/or educational societies at national level with a track record of peer-reviewed publications
- Record of educational program development, monitoring and/or leadership
- Record of recruitment and development of faculty, trainees, and students.
- Board- certified and/or participating in maintenance of certification for specialty (if applicable)
- Eligible for unrestricted medical license in Arizona (if applicable)

Preferred Qualifications

- Previous College of Medicine leadership experience in education as a Chair, Asst. Dean, etc.
- AAMC committee service
- Peer-reviewed publications in area of educational scholarship (i.e.,: assessment, evaluation, curriculum, academic culture, admissions, etc.
- Experience and understanding of budgets and resource management
- Engage in clinical care and clinical education

Type of criminal background check required:

Name-based criminal background check (non-security sensitive)

Target Hire Date

4/4/2022

Contact Information for Candidates

Octavio Duarte, MBA

Manager, Leadership Recruitment

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For more information about this opportunity and to apply, please visit

<https://arizona.csod.com/ux/ats/careersite/4/home/requisition/7681?c=arizona>

Documents Needed to Apply

Curriculum Vitae (CV) and Cover Letter

Diversity Statement

At the University of Arizona, we value our inclusive climate because we know that diversity in experiences and perspectives is vital to advancing innovation, critical thinking, solving complex problems, and creating an inclusive academic community. As an Hispanic-serving institution, we translate these values into action by seeking individuals who have experience and expertise working with diverse students, colleagues, and constituencies. Because we seek a workforce with a wide range of perspectives and experiences, we provide equal employment opportunities to applicants and employees without regard to race, color, religion, sex, national origin, age, disability, veteran status, sexual orientation, gender identity, or genetic information. As an Employer of National Service, we also welcome alumni of AmeriCorps, Peace Corps, and other national service programs and others who will help us advance our Inclusive Excellence initiative aimed at creating a university that values student, staff and faculty engagement in addressing issues of diversity and inclusiveness.