



Recruitment for Vice Dean of Medical Education

Duke University School of Medicine is seeking an exceptional physician executive and distinguished educator to serve as the **Vice Dean of Medical Education**. Reporting directly to the Executive Vice President and Dean of the School of Medicine, the Vice Dean will be a key member of the senior executive team, overseeing a comprehensive portfolio that includes health professions career education and career enhancement programs. This dynamic and strategic role includes leadership responsibilities for a range of medical school programs.

Health Professions Career Education Programs:

- Doctor of Medicine (MD)
- Doctor of Physical Therapy (DPT)
- Doctor of Occupational Therapy (OTD)
- Master of Health Science – Physician Assistant (MHS, PA)
- Master of Biostatistics
- Master of Biomedical Science (MBS)
- Master of Science in Population Health
- Master of Medical Physics
- Pathology Assistant Training Program (MHS)

Career Enhancement Programs:

- Master of Clinical Research
- Master of Clinical Leadership
- Master of Management in Clinical Informatics

Responsibilities include directing all activities within medical education, from admissions to educational experiences, overseeing offices such as Curriculum, Clinical Education, Student Affairs, Admissions, Financial Aid, Student Research, Learning Environment, and Diversity, Equity, and Inclusion initiatives. The Vice Dean leads a team of Associate Deans and administrative staff, with authority over curriculum, accreditation, and key national relationships with organizations like the AAMC and LCME.

As a crucial member of the senior executive team, the Vice Dean of Education will collaborate closely with counterparts in Office for Faculty, Research, Clinical Affairs, and Administration, fostering excellence not only within the School of Medicine but also promoting collaboration across the Health Sciences programs and Duke University as a whole. Interprofessional and multidisciplinary education, research, and training are emphasized at Duke, with the Vice Dean overseeing collaborative

relationships with other Health Sciences programs and non-health sciences schools within the university, including the Pratt School of Engineering and the Fuqua School of Business. Additionally, the Vice Dean will facilitate collaborative programs in partnership with external institutions, aligning with Duke's commitment to innovation in medical education and creating an inclusive environment for faculty, staff, and students alike.

A commitment to fostering a diverse and inclusive learning environment is paramount, ensuring learners engage in interprofessional didactic and clinical education to address societal needs while promoting equitable, high-quality healthcare.

The successful candidate will possess national recognition as an outstanding educator, demonstrating creativity, passion, and leadership. With a focus on advancing and disseminating medical research, treating patients with knowledge and compassion, reducing health disparities, and addressing complex healthcare challenges, the Vice Dean will lead Duke University School of Medicine into the future.

Location: Duke University is located in Durham, North Carolina. Relocation to the Durham area is required for this role.

Candidate Characteristics

- A successful history in progressive leadership roles in medical education.
- A physician leader (MD, MD/PhD, or equivalent degree) with a distinguished career in education, patient care, and research.
- Ability to obtain and maintain a North Carolina medical license.
- Administrative leadership experience.
- Academic qualifications and scholarly accomplishments warranting appointment to the rank of professor with tenure at Duke University School of Medicine.
- Success in leading a medical education portfolio or, curriculum management
- Understanding of complex issues in medical education, research, clinical care, and healthcare in general.
- Evidence of energetic and creative academic contributions
- Strong understanding of health systems, medical education, diverse training environments, and leadership of high-performing education programs.

Leadership

- Visionary and strategic leader with a record of innovation
- Excellent communication and listening skills; able to unite, inspire, and build consensus.
- Mission-oriented and passionate about the future of medical education, students, and the School of Medicine's charge.
- Collaborative relationship-building skills, with an ability to partner and build consensus with key internal and external stakeholders.
- Strong interpersonal skills; ability to be highly involved across different systems.
- Forward-thinking in terms of technology and innovation in curricular design and implementation.
- Dynamic, collaborative team builder with a track record of mentoring faculty.
- Experience and commitment to cultivating diversity, equity, inclusion, and belonging in teaching faculty, staff, and students.
- Experience with complex funding streams supporting the education mission.

Setting Strategy

- Ability to create and articulate an inspiring vision for medical education at Duke University, encompassing the School of Medicine as a whole.
- Inclination to seek and analyze data to support decisions and align with the organization's overall strategy.
- Entrepreneurial and creative approach to developing innovative ideas within medical education.
- Ability to balance the desire for broad change with an understanding of the organization's capacity for change, creating achievable and successful implementation plans.

Executing for Results

- Ability to set clear and challenging goals while committing to improved performance.
- Viewed by others as having a high degree of integrity and forethought in decision-making.
- Able to act transparently and consistently, always considering what is best for the organization.

Team Building

- Ability to attract and recruit top talent, motivate the team, delegate effectively, celebrate diversity, and manage performance.
- Mentor and advocate in the development of others, persevering in the face of challenges.
- Self-reflective and aware of personal limitations, leading by example with an attitude of continuous improvement.

Relationship and Influence

- Natural ability to connect and build strong relationships, demonstrating emotional intelligence.
- Ability to communicate clearly and persuasively.
- Inspires trust and followership through compelling influence, charisma, and passion.
- Encourages collaboration and celebrates team success.
- Creates a sense of purpose and meaning for the team, engaging others in the greater purpose of the organization.

About Duke Health

Duke Health encompasses the world-class academic health care and research of the Duke University Health System, Duke University School of Medicine, Duke University School of Nursing, Duke-NUS Medical School, Duke Global Health Institute, and the Duke-Margolis Institute for Health Policy.

The health system advances our clinical mission by delivering care across three hospitals (Duke University Hospital, Duke Regional Hospital, and Duke Raleigh Hospital) and numerous outpatient services, including Duke Primary Care, Duke Health Integrated Practices, Duke HomeCare & Hospice, Duke Health and Wellness, and multiple affiliations.

Leading the education and research missions of Duke Health are the School of Medicine and its numerous departments, centers, and institutes; the School of Nursing; Duke-NUS Medical School; Duke Global Health Institute; and the Duke-Margolis Institute for Health Policy.

Through the integration of its education, research, and clinical care missions, Duke Health is steadfast in its dedication to improving the lives of all who come to us for hope, health, and healing. We do so by elevating standards of care; conducting breakthrough research and discovery; teaching and training the next generation of providers; and strengthening global and community health.

Duke University School of Medicine's academic and research eminence is closely tied to its partnership with Duke Health—the collaboration is integral to the success of the health sciences schools, and provides a unique opportunity for interprofessional education and innovative models of care. As Duke Health advances toward value-based care, all Duke schools will benefit from unprecedented opportunities for collaborative education and groundbreaking care models.

We are Duke

Duke is an Affirmative Action/Equal Opportunity Employer committed to providing employment opportunity without regard to an individual's age, color, disability, gender, gender expression, gender identity, genetic information, national origin, race, religion, sex, sexual orientation, or veteran status.

Duke aspires to create a community built on collaboration, innovation, creativity, and belonging. Our collective success depends on the robust exchange of ideas—an exchange that is best when the rich diversity of our perspectives, backgrounds, and experiences flourishes. To achieve this exchange, it is essential that all members of the community feel secure and welcome, that the contributions of all individuals are respected, and that all voices are heard. All members of our community have a responsibility to uphold these values.

Candidates should submit a letter of interest and a Curriculum Vitae to Jennifer Meyer Dare via email at jennifer.meyer-dare@duke.edu by **June 14, 2024**.