2019 Early Career Women Faculty Leadership Development Seminar

July 27 - 30, 2019

Ritz-Carlton St. Louis

St. Louis, MO

This document is intended to help prepare and develop your responses to the following application questions. Applications MUST be submitted online. Applicants who submit hard copy applications will not be considered for this seminar.

Note: A complete application requires the completion of the online application and the submission of both the letter of intent and the current curriculum vitae. Please be prepared to complete the application in one session; it is not possible to save an application and to return to the screen at a later time.

The online application relates to the applicant’s personal leadership journey and current career: we encourage applicants to fill out the application personally, rather than delegate the process.

Affiliation to the AAMC

1. Are you affiliated with one of the constituent groups at the AAMC (i.e. Group on Student Affairs, Council of Deans, Group on Diversity and Inclusion, etc.)?
   a. Yes
   b. No
   c. Not Sure

1a. What is your primary group affiliation? [conditional if 1 = yes]
   o Council of Deans (COD)
   o Council of Faculty and Academic Societies (CFAS)
   o Council of Teaching Hospitals and Health Systems (COTH)
   o Organization of Resident Representatives (ORR)
   o Organization of Student Representatives (OSR)
   o Chief Medical Officers Group (CMOG)
   o Compliance Officers' Forum (COP)
   o Forum of Conflict of Interest in Academe (FOCI Academe)
   o Government Relations Representatives (GRR)
   o Graduate Research, Education, and Training Group (GREAT)
   o Group on Business Affairs (GBA)
   o Group on Diversity and Inclusion (GDI)
   o Group on Educational Affairs (GEA)
   o Group on Faculty Affairs (GFA)
   o Group on Faculty Practice (GFP)
   o Group on Information Resources (GIR)
   o Group on Institutional Advancement (GIA)
   o Group on Institutional Planning (GIP)
   o Group on Regional Medical Campuses (GRMC)
   o Group on Research Advancement and Development (GRAND)
   o Group on Resident Affairs (GRA)
   o Group on Student Affairs (GSA)
   o Group on Women in Medicine and Science (GWIMS)
Program History

2. Have you submitted an application to this seminar in the past?
   a. Yes
   b. No

3. Have you ever attended a leadership and/or professional development course or seminar offered by the AAMC?
   a. Yes
   b. No

3a. Which of the following AAMC leadership and/or professional development programs have you attended in the past five years? Select all that apply. [conditional if 3 = yes]
   - Being a Resilient Leader workshop
   - Chief Medical Officers Leadership Academy
   - Early Career Women Faculty Leadership Development Seminar
   - Executive Development Seminar for Aspiring Leaders
   - Executive Development Seminar for Associate Deans and Department Chairs
   - Executive Development Seminar for Deans
   - Graduate Medical Education Leadership Development Certificate Program
   - Healthcare Executive Diversity and Inclusion Certificate Program
   - Leadership Education and Development (LEAD) Certificate Program
   - Leadership and Management Foundations for Academic Medicine and Science
   - Leading Information Technology in Academic Medicine, formally Group on Information Resources
   - Minority Faculty Leadership Development Seminar
   - Mid-Career Women Faculty Leadership Development Seminar
   - Mid-Career Minority Faculty Leadership Seminar
   - Organizational Leadership in Academic Medicine for New Associate Deans and Department Chairs
   - Transforming Conflict into Collaboration workshop
   - Unconscious Bias Training for the Health Professions workshop
   - Other (please specify)

Academic Credentials

4. What degree(s) have you earned or are you currently earning? Select all that apply.
   - MD/DO
   - DDS
   - PharmD
   - EdD
   - JD
   - PhD
   - MSW
   - MPH
   - MHA
   - MBA
   - MPA
   - MA or MS
   - Other (please specify)

5. Please select your specialty.
   - Allergy/Immunology
   - Anesthesiology
   - Cardiology
   - Dermatology
   - Endocrinology
   - Diabetes/Metabolism
   - Ophthalmology
   - Orthopedics
   - Otolaryngology
   - Pathology
   - Pediatrics
   - Pharmacy
Tenure
6. How long have you been involved in medical education?
   o 0 - 4 years
   o 5 - 9 years
   o 10 - 14 years
   o 15 - 19 years
   o More than 20 years

Professional Role and Responsibilities
7. Which of the following most closely matches your primary academic rank?
   o Adjunct Professor/Instructor
   o Assistant Professor
   o Associate Professor
   o Full Professor
   o Other (please specify)

8. How long have you been at your current academic rank?
   o 0+ -1 years
   o 1+ -2 years
   o 2+ -3 years
   o 3+ -4 years
   o 4+ -5 years
   o More than 5 years

9. What is your area of focus within medical education?
   o Undergraduate Medical Education (UME)
   o Graduate Medical Education (GME)
   o Continuing Medical Education (CME)
   o Continuum (UME/GME/CME)
   o Other (please specify)

10. Which of the following most closely matches your primary focus within medical education?
     o Basic Science Research
     o Clinical Research
     o Health Services or Outcomes Research
     o Community-Based Participatory Research
     o Educational Research
     o Basic Science Education
10a. Please describe in more detail (in 50 words or less) your present institutional responsibilities in respect to your primary focus within medical education. [conditional with any answer choice to 11]

11. Institutional Responsibilities: Using an FTE Model, please list the percent % FTE allocated for your present institutional responsibilities. The sum of all percentages must total 100%. (Ensure that all equal 100%)
   - Basic Science Research
   - Clinical Research
   - Health Services or Outcomes Research
   - Community-Based Participatory Research
   - Educational Research
   - Basic Science Education
   - Clinical Education
   - Administration ______%
   - Other ______%

12. Please describe in more detail your present institutional responsibilities in respect to each focus area. Please describe in 75 words or less.
   - Basic Science Research [conditional if Basic Science Research in Q11 is more than 0%]
   - Clinical Research [conditional if Clinical Research in Q11 is more than 0%]
   - Health Services or Outcomes Research [conditional if Health Services or Outcomes Research in Q11 is more than 0%]
   - Community-Based Participatory Research [conditional if Community-Based Participatory Research in Q11 is more than 0%]
   - Educational Research [conditional if Educational Research in Q11 is more than 0%]
   - Basic Science Education [conditional if Basic Science Education in Q11 is more than 0%]
   - Clinical Education [conditional if Clinical Education in Q11 is more than 0%]
   - Administration [conditional if Administration in Q11 is more than 0%]
   - Other (please specify)

13. From the list below, please choose all academic administrative titles that match your responsibilities:
   - President
   - Vice President
   - Chancellor
   - Vice Chancellor
   - Provost
   - Vice Provost
   - Dean
   - Vice Dean
   - Senior Associate Dean
   - Associate Dean
   - Assistant Dean
   - Center/Institute Director
   - Department Chair
   - Vice Chair
14. From the list below, please choose all clinical administrative titles that match your responsibilities:

- Chief Executive Officer (CEO)
- Chief Operations Officer (COO)
- Chief Medical Officer (CMO)
- Chief Financial Officer (CFO)
- Chief Information Officer (CIO)
- Chief Quality/Safety Officer
- Designated Institutional Official (DIO)
- Executive Director
- Center/Institute Director
- Director
- Manager
- Division Chief
- Section Chief
- Other (Please describe) ____________________

I do not hold a clinical administrative title

15. Academic Institution: (Note, please indicate the academic institution where you have a faculty appointment, not your hospital appointment. Please spell out the institution – e.g. “University of California Los Angeles”, not “UCLA”.)

Current Endeavors

16. Are you currently assembling a dossier or packet for promotion or tenure?
   a. Yes
   b. No

17. Are you currently working on a grant application?
   a. Yes
   b. No

17 a. What type of grant support are you seeking? Please select all that apply. [conditional if 17 = yes]

- Research
- Education/Curriculum
- Career Development (e.g. NIH K-Award)
- Professional Development (conference or seminar participation)
- Other (Please specify)

17 b. What type of funding source is it? Please select all that apply. [conditional if 17 = yes]
• Federal (NIH, AHRQ, HRSA, or other agency)
• Foundation
• Industry
• Local University/Medical School
• Other (please specify)

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**Professional Excellence**

**Interpersonal Achievements**

18. Do you currently hold a leadership position at your institution, or are currently in an interim or acting leadership position?
   a. Yes
   b. No

18 a. Which of the following most closely matches the leadership position that you currently hold?  
*conditional if 18 = yes*
   • Department Chair
   • Dean (includes all levels: Assistant Dean, Associate Dean, etc.)
   • Director (includes all levels: Assistant Director, Associate Director, Program Director, etc.)
   • Provost
   • Chief
   • Head of a specialty committee
   • Other ____________________

18 b. Do you aspire to work in a leadership position in an academic medical center or teaching hospital?  
*conditional if 18 = no*
   • Yes
   • No
   • I am not sure yet

18 ab. What type of leadership position are you most interested in?  
*Conditional if 18 a and 18 b = yes*
   • Department Chair
   • Dean (includes all levels: Assistant Dean, Associate Dean, etc.)
   • Director (includes all levels: Assistant Director, Associate Director, Program Director, etc.)
   • Provost
   • Chief
   • Head of a specialty committee
• Other ____________________

**Program Need**

19. What are some of the most difficult challenges you are experiencing in your current role? *Please describe in 75 words or less.*
20. How do you think this course/seminar could contribute to your success in academic medicine? *Please describe in 75 words or less.*

**Access & Support**

**Availability**

21. If accepted, are you able to attend the full duration of the seminar?
   a. Yes
   b. No

**Attachments**

22. Letter of Support (Please name the file LastnameFirstnameLetter.extension (e.g. SmithAnnaLetter.doc)
23. CV (Please name the file LastnameFirstname.extension (e.g. SmithAnna.doc)

**For Logistical Purposes**

**Standard Questions**

24. How did you hear about this opportunity?
   o Dean
   o Department Chair or Division Chief
   o Faculty Development Office
   o Current or Previous Participant
   o Email Forwarded by a Colleague
   o AAMC Call for Submissions
   o Save the Date Email
   o Registration Invitation
   o AAMC Newsletter
   o Listserve Announcement
   o AAMC Website
25. Please select any of the following dietary restrictions you may have:
   - Certified Halal (eats fish)
   - Certified Halal (no fish)
   - Gluten Free
   - Kosher, Certified/Glatt Kosher Meals Required
   - Kosher, Vegetarian Meals Accepted
   - Lactose Free
   - No Beef
   - No Pork
   - No Shellfish
   - Peanut Allergy
   - Tree Nut Allergy
   - Vegan
   - Vegetarian (eats fish) / Pescatarian
   - Vegetarian (no fish)
   - Other (please specify)

26. Do you require meeting-room accessibility services?
   a. Yes
   b. No

26 a. Please select all that apply. [conditional if 26 = yes]
   - Hearing Impairment
   - Limited Mobility
   - Vision Impairment
   - Other (please specify)