Medical University of South Carolina: Dean of the College of Medicine

Position Description:

The Dean is the Chief Academic Officer for the College of Medicine (COM) and is responsible for the vision setting, strategic planning, oversight and investment for education and biomedical research in the COM. All department chairs in the COM report to the Dean. The Dean serves in critical clinical leadership roles within the Medical University of South Carolina (MUSC) Health System through direct supervision of COM clinical chairs, as a member of the strategic-decision making body for the University (the Presidents Council), as a member of the MUSC Health System committees, and serving to monitor and enforce MUSC Health System clinical performance standards. The Dean reports directly to the Provost for all COM academic and research activities with a direct reporting to the President on matters pertaining to MUSC Health System clinical activities.

Role & Responsibilities:

• Recruit and develop outstanding academic and administrative leadership teams to lead the development of the College of Medicine vision and agenda related to research and education in alignment with the University’s objectives

• Working with the Department Chairs, Center Directors, Senior Associate Deans, Hospital, and MUSC Health System leadership and University executive leadership team, the Dean is responsible for creating the annual capital and operating budget of the COM and all of its Departments, Centers and Institutes. Maintaining a balanced budget is an expectation.

• The Dean appoints the Chairs/Directors of all the College’s Departments, Centers and Institutes and all faculty members as recommended by their respective Department Chairs. The Dean recommends to the President for concurrence the compensation level of the Chairs and faculty

• The Dean provides effective mentoring of faculty leaders, including Department Chairs, Center Directors and Institute Directors and fosters on-going professional development opportunities for all members of the faculty.
• Through her/his administrative team and the faculty the Dean is responsible for the recruitment of undergraduate medical students, house staff, and fellows within the guidelines of the Liaison Committee for Medical Education and the Accreditation Council for Graduate Medical Education.

• The College values education and the Dean is expected to demonstrate innovation in advancing the college’s national prominence in education.

• The scholarly conduct of research is an expectation of the faculty and the Dean is expected to be innovative and strategic with respect to a nationally prominent research agenda.

• The Dean allocates university assigned base budgets and development resources to the Academic Departments, Centers and Institutes in the COM.

• The Dean allocates university assigned academic and research space to Departments, Centers and Institutes within the COM.

• The Dean represents the COM in national organizations such as the Association of American Medical Colleges (AAMC), the Liaison Committee for Medical Education (LCME) and the Accreditation Council for Graduate Medical Education (ACGME).

• The Dean creates mechanisms to insure compliance by COM faculty, staff, house staff, fellows and students with all University and COM policies and procedures as well as all relevant federal and state regulations. The Dean will set the highest possible ethical tone in research, teaching and patient care.

• The Dean appoints all members of standing committees of the faculty, including but not limited to the Admissions Committee, all student promotion committees, the Dean’s Advisory Committee, the Undergraduate Medical Education Committee, and the COM Faculty Appointment and Promotion Committee.

• The Dean plays a central role in and represents the COM in academic collaborations across the University. MUSC is committed to the development of trans-institutional initiatives that provide new undergraduate, graduate, and professional educational opportunities as
well as new and powerful multi-disciplinary research in our university. The COM is also committed to inter-University initiatives in the state, country and abroad.

• The Dean has a key role in alumni and development activities related to the COM. The Dean works with the MUSC Office of Alumni Affairs to encourage COM alumni participation in the Association. The Dean also works closely with the MUSC Vice President for Development as well as the Associate Dean for COM Development and the Associate Dean for Corporate, Foundation and Organization Relations to raise philanthropy for COM initiatives, such as endowed chairs, scholarships, program endowment and support, research programs, and capital for the construction of academic and clinical facilities.

• The Dean interacts with the public regarding health care issues and MUSC’s missions with selected public appearances, editorial publications in the state news outlets, various other media, and with the elected representatives of the local and state government.

• Specific responsibilities pertaining to the clinical enterprise include but are not limited to:
  1. The Dean has a major leadership role in the clinical enterprise and has a direct reporting line to the President pertaining to that responsibility.
  2. The Dean will serve as a member of the Presidents Council (consisting of the Dean COM, Executive Vice President for Finance, Provost, CEO of the MUSC Health System, MUSC Legal Council, President). This body is responsible for defining the strategic direction of the institution.
  3. The COM Clinical Department Chairs report directly to the COM dean to plan and implement clinical strategic plans within the MUSC Health System and to insure quality operations in the clinic, hospital and service lines. The vitality of the clinical enterprise is directly related to the vibrancy, quality, competence, and work ethic of the clinical faculty – all of which are strongly influenced directly or indirectly by the Dean.
  4. The Dean provides leadership to the clinical enterprise by serving appropriate organizational boards.
  5. The Dean regularly meets with MUSC Health System Leadership through membership on established committees to plan and implement necessary steps to keep MUSC Health and the Clinical Enterprise vibrant in a highly competitive environment.

**Necessary Position Qualifications**

• The MD degree (or equivalent) and specialty board certification are required. Additional graduate or professional degrees are preferred, but not required.
• At least five years of success in a leadership role within academic medicine, such as a Department Chair, Program or Institute Director, Division or Section Chief, etc.; equivalent role in industry also acceptable, but only if combined with a prior faculty position or leadership role in academia.

• Proven ability to recruit and develop outstanding academic and administrative leadership team including chairs, key faculty, and senior administrators

• Outstanding aptitude for recruitment, mentoring, finances/budgets (“the business of health care”) and strategic planning are important components of the leadership experience sought in this recruitment.

• Personal success with an NIH-funded research program with a track record of significant continuous funding—preferably both individual grant funding as well as multi-investigator grant funding—and peer-reviewed publications.

• A demonstrated national presence in one’s discipline as evidenced by such activity as major journal editorial responsibility, a senior officer position in one’s major national organization, regular membership in an NIH study section or as a member of one of the NIH Councils, or equivalent experience.

• The proven ability to work as a team member with one’s colleagues in management and in team leadership positions with one’s direct reports. Evidence of support for interdisciplinary research and clinical program development is highly valued.

• Demonstrated experience in helping attract financial resources from institutions and individuals through formal and/or informal fund-raising efforts.

• Proven experience in the recruitment and development of a diverse student body (residents and or undergraduate students) and faculty.

• Demonstrated high level of competency in, where applicable, patient care, teaching, and research with a balanced appreciation and valuation of each of these three activities.
• Superior communication skills, both oral and written and an ability to listen well.

• A proven ability to lead clinical health care organizations, with a track record of successfully meeting challenges and leading change.

• An appreciation for and understanding of risk and reward and an entrepreneurial spirit.

• Personal traits that are admired and emulated by aspiring leaders in academic medicine.

• Character qualities such as honesty, courage, self-confidence, and commitment to purpose and understanding of diverse needs and abilities.