

## Council of Deans Fellowship Program 2022-2023

The AAMC Council of Deans (COD) is pleased to announce that the COD Fellowship Program is accepting applications. The COD Fellowship Program is intended to enhance the development of future leaders in academic medicine. We are seeking applicants from diverse backgrounds, including but not limited to individual demographics, academic discipline, institutional position, institution type, and geographic location.

Program staff recognize the importance of the COD Fellowship Program and strive to resume close to normal operations for the 2022-2023 cycle. We appreciate applicants being flexible, patient, and understanding throughout the application process, and if selected, throughout the program year, as we continue to manage the impact of COVID-19 on COD programming.

The 2022-2023 COD Fellowship Program requires a part-time commitment of Fellows during the academic year and encompasses *four components*:

- **Dean mentoring:** This includes at least two visits, each up to one week in duration, to the medical schools of two dean mentors. During these visits, Fellows gain insight into deans' leadership and organizational styles and the operations of deans' offices.

Fellows will be paired with dean mentors who serve at schools other than their home institutions and should anticipate exposure to schools with diverse structures and missions. While we cannot guarantee specific dean mentor assignments, we will factor professional interests and geographic location into mentoring assignments when possible.

In-person engagements with dean mentors, along with attendance and networking at COD meetings, are cornerstones of the COD Fellowship Program. Recognizing local conditions and institutional policies may vary throughout the year, we defer to the preferences and institutional policies of the individual mentor and Fellow in deciding whether to conduct in-person site visits.

- **Participation in COD meetings:** Fellows participate in COD and COD Administrative Board meetings to learn about the council's strategic goals and activities. This includes the COD Spring Meeting, COD programming at the AAMC Annual Meeting, and additional meetings at regular intervals, both virtual and in person.
- **Participation in the Executive Development Seminar for Deans:** The Executive Development Seminar for Deans is designed for new permanent, interim, or acting deans and is intended to quickly orient the newly appointed dean to the responsibilities that are integral to this key leadership position. Participants learn from national experts and problem-solve current issues at their institutions.
- **Completion of a Leadership Project:** The COD Fellowship Program provides Fellows with the opportunity to identify gaps in their professional experience, knowledge, and skills, that, if bridged, could better prepare them for serving as dean of a medical school. The Leadership Project requires each Fellow to identify a gap in professional knowledge and/or experience related to the dean's role and to coordinate specific experiences (within and in addition to the program components) to bridge this gap. During the Fellowship year, each Fellow will develop

and implement plans to address the knowledge/experience gap and achieve intended outcomes. Fellows will describe their projects in a virtual presentation to the COD.

**Eligibility:**

The Fellowship is designed for senior faculty members, including department chairs and assistant, associate, and vice deans, who are interested in being *considered for deanships* in the near future. (Note: The program is not intended for candidates currently under active consideration for appointment to a deanship.)

**Financial support:**

The cost of participation in the program is the responsibility of the Fellow’s home institution. If you are accepted to the program, you must participate fully in the meetings below. These opportunities are limited to the year you are a COD Fellow. The AAMC is currently reviewing policies and procedures for a return to in-person meetings, and more information on specific meeting dates and locations will be available in summer 2021.

The COD Fellowship Program resumed for the 2021-2022 cycle after being suspended for the 2020-2021 cycle in response to the COVID-19 pandemic. We have included a column with snapshots of expenses from previous cycles to help you estimate the financial commitment. **Registration fees for meetings during the 2022-2023 program may differ from those below.**

**2022-2023 COD Fellowship Program Meeting Dates:**

Meeting	Dates	Location	Snapshot of expenses
COD Administrative Board Meeting	Each Fellow may participate in one Administrative Board meeting and may choose between the following offerings (dates to be confirmed): September 2022 December 2022 February 2023 June 2023	Virtual	No fees associated with virtual participation
Learn Serve Lead 2022: The AAMC Annual Meeting	November 11-15, 2022	Nashville, TN	Registration fee for the last in-person meeting- Learn Serve Lead 2019: The AAMC Annual Meeting: \$1,075
2023 Executive Development Seminar for Deans (EDD)	January or February 2023 (dates to be confirmed)	Washington, DC (may have additional virtual components)	Travel, lodging, and registration  Registration fee for the in-person 2022 EDD: \$2,750

2023 COD Spring Meeting	March or April 2023 (dates to be confirmed)	In-person meeting, location to be determined	Travel, lodging, and registration  Registration fee for the in-person 2022 COD Spring Meeting: Early-bird Rate \$1,775; Standard Rate \$1,900
Site visits with dean mentors	Visits are scheduled between the Fellow and dean mentors and can occur anytime during the program	Varies with dean mentor assignments	Travel, lodging, and meals for two site visits at mentors' institutions (each up to one week long)

***Application process:***

The application process will open on April 1, 2022 and will close on April 29, 2022.

Please address applications to:

Dr. Margaret Steele  
 Chair, COD Fellowship Committee  
 Dean of Medicine  
 Memorial University of Newfoundland Faculty of Medicine

An application contains the following three items:

- A cover letter addressing the reasons for the applicant’s interest in the program, including a statement of career goals
- A curriculum vitae
- A letter of support from the applicant’s dean\*

*\*If we receive more than one application from any one school, the dean will be asked to nominate a single candidate.*

Applications must be emailed as a PDF attachment to [CODFellowship@aamc.org](mailto:CODFellowship@aamc.org) by the deadline (**April 29, 2022**). A member of the COD program team will confirm receipt of your application.

The selection committee, composed of a diverse subset of COD members, is charged with identifying applicants who have demonstrated significant preparation for leadership as dean and who will benefit most from participation in the program. The committee is dedicated to composing a cohort of Fellows that represents diversity across multiple dimensions and considers a range of criteria in their deliberations, including but not limited to strength of the application materials, evidence that the individual is developing the requisite capabilities to serve effectively as dean, and alignment of experience with career goals and interests.

***For additional information, please contact:*** [CODFellowship@aamc.org](mailto:CODFellowship@aamc.org)