Position Description
Executive Dean for the School of Medicine

Position Summary
The Executive Dean of the University of Kansas School of Medicine serves as the chief academic and administrative officer of the School of Medicine. The Executive Dean is responsible for advancing the integration of the educational, clinical and research programs of the medical school campuses in Kansas City, Wichita and Salina. The Executive Dean will also provide leadership in medical education, scholarly activity, research, patient care and service. In the performance of his or her duties, the Executive Dean reports to the Executive Vice Chancellor of the University of Kansas Medical Center.

Responsibilities

Strategic Leadership

• Imagines, articulates and implements an organization-wide vision for the School of Medicine; advocates for and drives strategies aimed at achieving the school’s mission and vision; provides leadership in advancing the missions of excellence in education, research, clinical care and public service; establishes the School of Medicine as the source of “best practices” in medical education, now and into the future.

• Demonstrates a high level of personal and professional commitment, enthusiasm, integrity and pride in the university and its values;

• Empowers faculty and staff to achieve performance goals and objectives, consistently “raises the bar” with regard to performance expectations; inspires accomplishment of future-state goals and objectives; models creativity, innovation, risk taking, and professional excellence.

• Promotes involvement of the School of Medicine with the community and under-served and rural regions of the State of Kansas.

• Builds and manages high performing, diverse, and highly interoperable teams.

• Builds broad constituencies to create institutional momentum and to ensure ongoing success.
Management

- Continuously elevates the quality, effectiveness and retention of chairs, administrators, faculty and staff through recruiting and development excellence to ensure their professional success, maximizing ability to contribute to the School of Medicine.

- Develops leadership skills of faculty and staff through education, mentoring and delegating.

- Demonstrates skill in negotiation, conflict management and change management.

- Effectively communicates with a wide audience of students, faculty, university and hospital administrators, alumni and community members, including civic leaders, state legislators and potential benefactors.

- Engages in strategic planning from inception to implementation; establishes specific, measurable, goals and other performance expectations of subordinates; employs a systematic review of progress toward goals and objectives, its leaders, and its departments, faculty and staff.

- Assesses the institutional and external environments and judges support for initiatives, both from institutional leaders and from faculty and staff.

- Serves as an ex officio member of the University of Kansas Hospital Authority Board and the University of Kansas Physicians (UKP) Board.

- Serves on the Physician and Provider Manpower Planning Committee (PMPC) along with Senior Executive staff from School of Medicine, The University of Kansas Health System and UKP providing insight and oversight into physician and provider needs for research, administrative and clinical positions to sustain and strategically grow Health System service lines and School of Medicine Departments through the addition of faculty and staff.

- Works actively with the leadership of The University of Kansas Hospital Authority and the health systems in Wichita and Salina; pursues collaborative clinical and academic research opportunities; provides critical financial stewardship and direction to the collaborative endeavor.

- Effectively manages numerous programs and activities within a complex organization.

- Establishes and maintains effective relationships with all other deans and leaders within the entire medical center, as well as the Wichita and Salina schools, and all affiliated organizations.

- Creates a positive, diverse and inclusive work environment; ensures all faculty and staff are treated with dignity and respect.

- Determines, implements, maintains and leads an effective management structure.

- Plans and executes short and long term strategies.

- Oversees development and effective utilization of financial resources, human resources, and physical infrastructure.
• Serves as a member on various external and internal boards and committees; serves as the principal spokesperson and advocate for the School of Medicine and its missions; shares the vision of the School of Medicine with alumni, citizens and the representatives of the people of the State of Kansas.

• Effectively interfaces with The University of Kansas Health System and UKP on common goals and strategies within the clinically integrated organizations.

• Leads and is responsible for the accreditation of UME, GME and CME activities.

Required Qualifications

• Doctor of Medicine or comparable terminal degree.

• Experience as rank of professor at an accredited medical school in the United States.

• Strong track record of academic leadership in an academic medical center or similar environment, and a demonstrated portfolio of professional successes.

• Proven ability to develop and execute short and long term strategic initiatives.

• Proven ability to work collaboratively with leaders of various health professions in the advancement of medical education and research.

• Competency navigating the interaction of the educational, research and service missions of a complex academic medical center.

• Excellent verbal, written and group presentation skills.

• Demonstrated ability to work effectively with public and private organizations.

• Strong personal and professional commitment to building and maintaining a diverse and inclusive workforce and a demonstrated ability to work effectively with individuals with diverse backgrounds and groups representing numerous societal interests and needs.

• Strong and proven capabilities in strategic planning, financial stewardship, budget creation, resource allocation, human resource management, risk management and related decision-making.

• Excellent credentials as an academic scholar, educator and executive.

• Experience and proven success with fund raising.

• Experience with innovative educational methodologies and health care delivery systems.

• Demonstrated collaboration with leaders across organizations.
• Experience with LCME, ACGME or other accrediting bodies.

• Ability to qualify as a member of The University of Kansas Hospital’s medical staff and a board-certified physician in an appropriate area of practice.

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