

**Assistant Vice President for Education  
University of Minnesota Academic Health Center**

**Responsibilities and Duties:**

The Assistant Vice President for Education is responsible for:

1. Leading, coordinating and integrating the development of community-based interscholastic education programs, including leading the development of a new legislatively funded program in community-based health professional education and staffing an external community advisory group;
2. Directing and coordinating the AHC's educational grant program;
3. Developing, staffing, and directing the AHC's Learning Resources Center;
4. Coordinating the AHC's technology-enhanced learning and distance education activities and programs;
5. Coordinating, with the assistance of the AHC Facilities Office, the allocation, scheduling, maintenance and development of educational space and facilities;
6. Coordinating and integrating the development of common student information systems;
7. Coordinating, with the deans, the recruitment of health organizations to provide clinical training opportunities for AHC interscholastic, community-based educational programs;
8. Serving as a member of and chief staff to the AHC Educational Leaders Forum to address educational program issues that cut across schools;
9. Working with the deans, educational leaders, and students of the seven health professional schools to improve the student experience;
10. Leading efforts to obtain federal grant and private foundation support for interscholastic education programs.

**Reporting and Working Relationships:**

The assistant vice president for education reports to the University's senior vice president for health sciences and serves as a member of his operations team. The assistant vice president serves as a member of the AHC's Educational Leaders Forum which comprises the associate deans for education of the health professional schools, the chairs of the collegiate curriculum committees, and faculty governance members. The assistant vice president will represent the senior vice president with the various faculty and student governance bodies, including the AHC Faculty Affairs Committee and the AHC Student Consultative Committee. The assistant vice president will work collaboratively with the deans, educational leaders, governance systems of the health professional schools, and others to carry out his/her duties.

**Resources:**

In the coming year, the Academic Health Center has allocated \$2.65 million for interscholastic educational initiatives: \$700,000 for development of community-based, interscholastic educational programs; \$500,000 for technology-enhanced education; \$200,000 for revision of interscholastic curriculum; \$250,000 for the Learning Resources Center; and \$1 million for interscholastic grants.

**Qualifications:**

Required: a Ph.D., M.D., Pharm.D., D.D.S., D.V.M., M.P.H. or equivalent degree in the health professions or education; at least five years experience educating health professional students; and extensive experience working with university faculty.

Highly desired: experience in the direct delivery of health care, demonstrated success educating health professionals in ambulatory settings, leadership skills, a personal philosophy that embraces interscholastic education and health care, knowledge in preventative health and wellness, an understanding of the population approach to care delivery, and demonstrated pedagogical skills.

**Terms of Employment:**

The position is an annually renewable academic administrative position. The position is a full-time position. Qualified candidates whose teaching, research, and clinical commitments would prohibit working full time as assistant vice president will be considered if those other commitments support the mission of the AHC and do not exceed 25%. Salary is commensurate with experience.

**Search Process:**

The University wishes to fill the position as soon as possible from among a qualified national pool of professionals. The search committee will begin a review of applicants on November 1, 1999. The search will remain open until the position has been filled. Interested candidates should forward a letter of application and a curriculum vitae to the chair of the search committee:

Dr. Greg Vercellotti, Senior Associate Dean for Education  
C/O Cyndi Camarillo  
University of Minnesota Academic Health Center  
420 Delaware St. S.E. Box 23 Mayo  
Minneapolis, MN 55455

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