2018-19 Call for Applications & Nominations

Administrator Leadership Development Program

Deadline: December 15, 2017

A year-long professional leadership development program to develop and enhance critical leadership and management competencies in current and emerging academic and administrative leaders at U.S. colleges of osteopathic medicine.
The Administrator Leadership Development Program (ALDP), an AACOM Leadership Institute offering, is for osteopathic administrative leaders serving as department chairs, vice chairs, directors, heads, assistant deans, and associate deans (henceforth referred to as “administrators”) who lead departments and programs at U.S. colleges of osteopathic medicine (COMs). The program assists new and experienced administrators with similar academic and administrative responsibilities to develop and enhance critical leadership and management competencies. The Institute’s objective is to ensure that Fellows have a positive impact on their institutions, and that COMs have the leadership necessary to meet the challenges and identify the opportunities presented by a dynamic health care environment.

AN IMPORTANT NEW TOOL
FOR COM LEADERSHIP

Upon completion of the ALDP, you will be well positioned to meet today’s osteopathic medical education challenges, including the ability to:

- Understand and build on your personal strengths as a leader
- Communicate effectively with other senior administrators, faculty, and students
- Set priorities and implement plans
- Improve time management and work-life balance
- Identify and address faculty and staff management and performance issues
- Enhance understanding of academic law and effectively interact with legal counsel
- Prepare for and meet COCA expectations
- Strengthen relationships between your institution and others
- Implement your personal career plan
- Network with peers

THE ALDP EXPERIENCE

The program will take place over a one-year period beginning April 2018 at Educating Leaders 2018 and will involve four-and-a-half days of on-site participation, as well as conference calls over the course of the program, which consists of five phases.

Phase I: Personal and Interpersonal Competencies
April 17, 2018—Renaissance Washington, DC Downtown Hotel, Washington, DC—in conjunction with Educating Leaders 2018: Joint AACOM and AODME Annual Conference

During Phase I, Fellows will explore how personality preferences influence leadership and performance. They will review self- and 360-degree leadership assessments taken in preparation for the program and discuss behaviors associated with effective leadership. Other topics include identifying ways to improve working relationships, giving and receiving peer feedback about leadership challenges at Fellows’ home institutions, and developing an action plan for improving leadership practices. Phase I includes roundtable discussions with the previous class about the projects they pursued during the fellowship year.

Phase II: The Leader and Organizational Dynamics
July 16-22, 2018—Chicago, IL—in conjunction with the AOA House of Delegates Meeting

Phase II focuses on the framework for academic leadership, strategic planning, and financial management. Fellows will identify four distinct frames for understanding the department or unit and participate in a case study, applying the reframing model to interprofessional education and collaborative practice. The session will address how the processes and challenges of budgeting and financial management in higher education and in the COM. Phase II also includes an exploration of the role of the chair in the accreditation process.

Phase III: Administrative Issues in Leadership
November 15-17, 2018—Scottsdale, AZ—in conjunction with the AACOM Board of Deans retreat

Among the topics in Phase III are legal issues faced by academic administrators and strategies to address them. Phase III include learning about communication styles and processes to assist the leader in working with senior administration, managing conflict, and providing performance feedback to faculty and staff. Participants will learn about their styles of managing change and how to gain commitment from faculty, staff, and others to implement change.

Phase IV: Leading Oneself – Beyond the ALDP
Date, 2019—Location TBD—in conjunction with the AOA’s Osteopathic Medical Educators and Leaders Conference (OMEL)

Phase IV addresses managing stress, life balance, and time planning.
management. Topics will include defining the challenges of work-life balance and planning for next steps as a leader both at one’s institution and nationally. Phase IV explores the role of the academic administrator as a mentor, coach, and facilitator of faculty development in the context of one’s legacy as a leader.

Phase V: Project Discussion and Conclusion

April 9, 2019—Washington, DC—in conjunction with AACOM’s Annual Conference

Phase V is the culmination of this one-year program and includes joint programming that engages graduating Fellows with the incoming Leadership Institute class. This joint session will provide an opportunity for discussion about how graduating Fellows have applied program content to daily challenges at their home institutions.

CAPSTONE PROJECT

The AACOM Leadership Institute is designed not only to benefit the Fellow and his or her institution, but also osteopathic medical education as a whole. As a part of the year-long experience, each Fellow will identify a project at his or her institution that, when implemented, will have a significant impact in one or more of the following areas:

- Interprofessional education and collaborative practice
- Faculty recruitment, development, and retention
- Community outreach
- Research
- Education
- Mentoring
- Information technology
- Relations within the academic health center or with the parent institution
- Relations with the practicing community

ALDP Fellows will identify their project shortly after Phase I, with the Capstone Project summary due before Phase V. Because of major changes taking place around interprofessional education and collaborative practice, Fellows are strongly encouraged to consider projects associated with this area.

INSTITUTIONAL COMMITMENT

AACOM is committed to supporting the ALDP by subsidizing a significant portion of the actual tuition cost of $5,225 for Fellows from AACOM-member institutions. Tuition for Fellows from non-member institutions will not be subsidized. Tuition covers resource books and other materials, speakers and moderators, and certain other ancillary costs. It does not cover travel and other expenses which will be paid by the Fellow and/or his or her institution.

The Fellow’s institution agrees to pay his or her full salary and benefits during the time the Fellow participates in the program.

APPLICATION AND NOMINATION PROCESS

Participation in the ALDP is based on a competitive application process. Preference is given to chairs, vice chairs, heads, directors, associate and assistant deans, and others who are appointed to oversee an academic unit, chairs, program directors and leadership with similar responsibilities who have served three years or less in their positions or who are about to assume an administrative position.

Positions in the ALDP are also available for other senior leaders who aspire to become a dean during their career. Applicants must be nominated by their dean. Non-AACOM members may self-nominate.

Successful applicants will show evidence of the following:

- Outstanding success in past or current positions
- A clear track record of increasing administrative responsibilities
- Experience with responsibilities such as chairing committees, advising student groups, or mentoring faculty and students
- Participation in local, regional, or national professional development workshops
- A record of scholarly contributions through teaching or research
- Nominator’s stated commitment and strategies for supporting the nominee during the ALDP program year

Apply or nominate: www.aacom.org/institute/aldp

CONTINUING EDUCATION

CME credit will be made available through the University of New England College of Osteopathic Medicine (UNECOM), which is accredited by the American Osteopathic Association (AOA) and by the Maine Medical Association’s Committee on Continuing Medical Education and Accreditation (CCMEA), to provide continuing medical education for physicians. Contact hours may be submitted by non-physician, non-PA health professionals for continuing education credits.
“Colleges of osteopathic medicine are positioned to play a crucial role in addressing the growing national physician shortage. In order to ensure that they are producing the best trained and motivated osteopathic physicians, AACOM is committed to identifying, training, and supporting the most promising deans and others in COM leadership.”

– Stephen C. Shannon, DO, MPH
AACOM President and CEO