



## Department of Medical Education

### Description: Academic Fellow of The Office of Curricular Affairs - Scholarly Year Opportunity

The MD Program of the Icahn School of Medicine is seeking an Academic Fellow for the Office of Curricular Affairs. Designed to stimulate or sustain interest in medical education especially in curriculum design, development, implementation and assessment, this unique fellowship provides funding for one (1) medical student in their post-core clerkship year. The Academic Fellow will be intimately involved with the inner workings and will function as a vital member of the Office of Curricular Affairs and report directly to the Senior Associate Dean for Curricular Affairs, while working closely with the Curriculum Co-Directors and the Associate Dean for UME Affairs. The Academic Fellow is expected to amplify the student perspective in all processes within the Office of Curricular Affairs and also serve as a consistent student voice throughout the curricular revisioning project. The Academic Fellow will oversee the operationalization of communication and information dissemination efforts of the curricular revisioning project to the various levels within the student body. There is an expectation of a scholarly educational product at the conclusion of this full year term.

#### Activities/Opportunities:

- Become an integral part of the Office of Curricular Affairs (Curriculum, Electives, Student Research, Assessment)
- Serve as a permanent student representative to the Advisory Council of the Curriculum Redesign Project
- Serve as an ex-officio student member for all committees and working groups of the Curriculum Redesign Project
- Gain exposure to the various areas of curriculum including administration, electives, research and curricular support
- Receive hands-on experience in curriculum development including design, planning, implementation and assessment
- Meet key leaders in medical education administration, admissions, assessment, student enrollment services and student affairs at ISMMS
- Clinical shadowing opportunities with clinician-educators in hospital medicine, geriatrics, palliative care, nephrology and infectious disease
- Serve as liaison to identified stakeholders of UME communication, initiatives, and processes
- Support the Office of Curricular Affairs in day-to-day activities in implementing and improving the curriculum
- Facilitate program efficiency by supporting the Senior Associate Dean for Curricular Affairs, Associate Dean for UME Affairs, and Co-Directors of Curriculum in tasks relating to the curriculum including presentations, meetings, creating reports, performing data analysis related to outcomes of curriculum, and additional duties as assigned.

#### Stipend/Support:

- \$35,000 from July 1, 2022 to June 30, 2023
- This award will cover the cost of the Aetna Student Health Insurance Plan (if enrolled)
- Travel and lodging to the AAMC Learn Serve Lead Annual Meeting

#### Application Requirements:

- Must be an MD Program student completing Year 3 in good standing
- Submission:
  - Updated curriculum vitae showcasing experiences in education/medical education
  - Personal Statement (No more than 2 pages, Times New Roman, 11 pt., single spaced, 1" margins) highlighting:
    - Provide your rationale for applying for the Academic Fellow position
    - Describe your desired outcomes from participating in the fellowship and their impact on your personal and professional narrative
    - Discuss potential research projects that may emerge from your participation in the fellowship
- Deadline: On or before Friday, April 15, 2022
- Must meet all the MSRO requirements for a scholarly year