

NU RaMP Northwestern University Radiology Mentorship Program
“Tips for Promotions” for Clinician Educators Q and A session May 11, 2020 12-1pm

Clinician Educator track: MDs with significant clinical responsibilities

Select **two** of the following four domain areas to specialize in: (see Table on page 2)

- Clinical (common)
- Education (common)
- Research
- Health Services Management

Applying for promotion to:

Assistant Professor

Published a couple papers, some local recognition.

If hired at instructor level, minimum of 1 year as instructor before starting promotion process.

Associate Professor

Typically minimum of **six years at the assistant** professor level.

Sustained pattern of excellence and impact in two promotable categories that has resulted in significant **regional recognition** of achievements (it’s also easier to get letters from referees if you have some societal recognition).

Professor

Typically minimum of **five years at the associate** professor level.

Multiple contributions in two promotable areas with a substantial impact in the field that have resulted in **national/international recognition** of achievements.

What should I be doing?

Years ahead (for applications to associate or professor)

Begin to identify referees from a diverse set of geographically dispersed “complementary” institutions demonstrate the breadth of your reputation.

of referees to list for promotion to assistant (4-6), associate (8), and professor (8)

Ongoing

Update CV and document accomplishments multiple times per year so you do not miss entries.

Use Feinberg format. *“If you sneeze, put it on your CV.”*

Include anytime you are asked to “do” something - lectures, mentees, committees, etc.

Develop area(s) of recognition/expertise.

Do academic stuff you like doing, try to align with career track and domains.

Publishing is good/necessary for promotion.

Collaborate to develop your network - Radiologists, clinicians, researchers, multi-institutional.

Know the timeline of promotion “season”.

In the months before promotion application due

Write personal statement- be specific, include details, ask for examples.

Update CV- be specific, indicate mentees (fellows, residents, AOSC students, etc.)

Critical reference form- include high impact papers, if middle author explain role.

Documentation of teaching- include if won awards, or if mentees won awards, teaching evals.

Referee list- at or above level you are applying to be promoted to.

Not someone with whom you worked or trained.

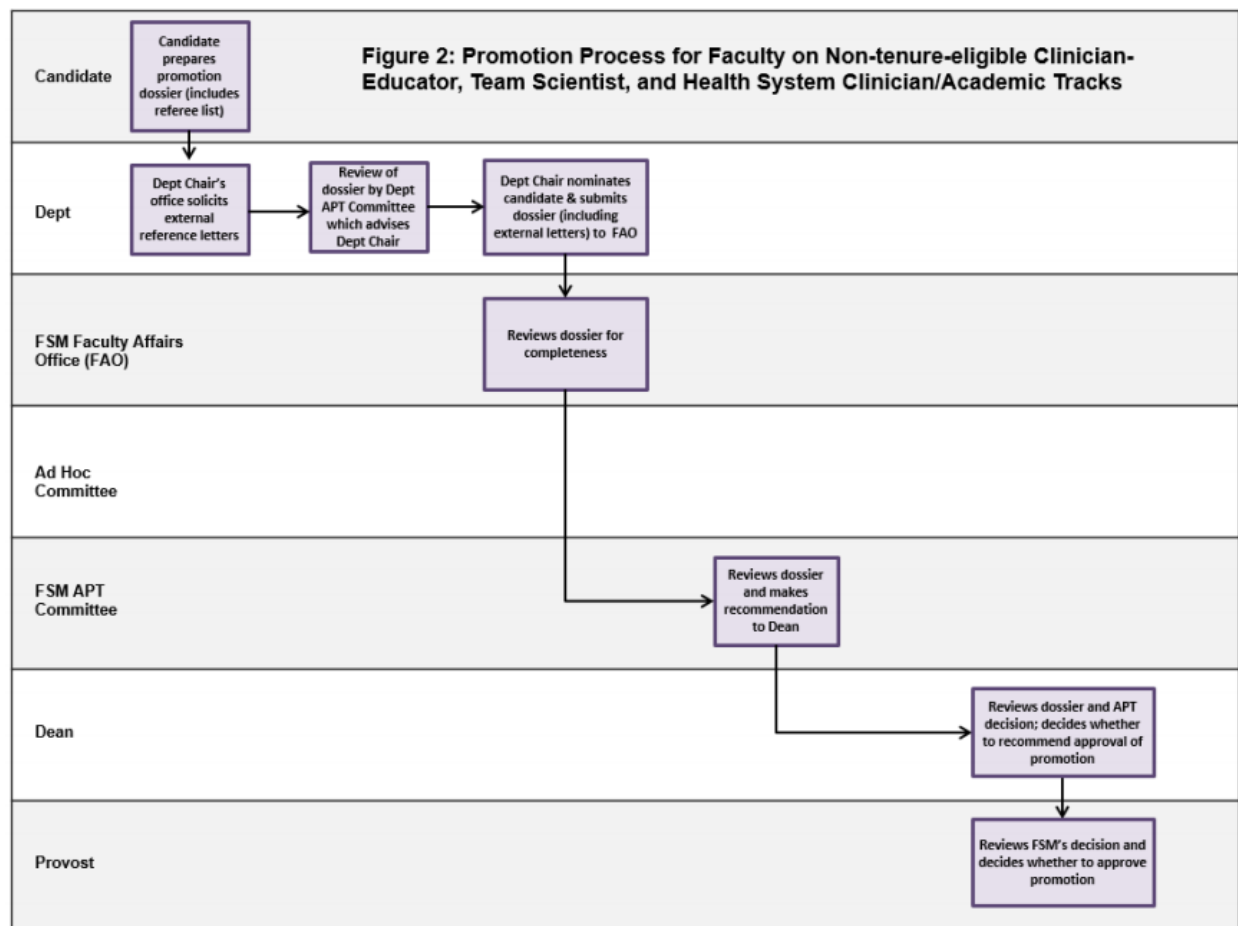
After applying

You can send in important updates after submitting application (e.g., teaching or societal awards, publications, grant awards/funding).

Much of this material is taken from Northwestern Feinberg School of Medicine Faculty Affairs Office website on Promotion and Tenure, including the powerpoint slides from the 2019 annual program to explain the promotion and tenure process. <https://www.feinberg.northwestern.edu/fao/for-faculty/promo-tenure/index.html>

Domain	Dimensions of Achievement and Examples of Contributions		
	Scholarship	Recognition and Leadership	Professional Service*
Clinical Impact and Recognition	<ul style="list-style-type: none"> Development and implementation of clinical protocols and guidelines Development and implementation of innovative clinical programs or quality initiatives Unique expertise in clinical or consultative specialty Publication of case reports, reviews, editorials and book chapters 	<ul style="list-style-type: none"> Leadership activity in professional organizations Editorial activity for medical journals Recognition by community or peers as clinical leader Consultative positions in governmental or nongovernmental organizations Consistent outstanding evaluations as a clinician from residents and medical students Participation in the development of clinical guidelines, statements, and other expert opinion documents that form the basis for the national standard of patient care 	<ul style="list-style-type: none"> Provision of high-quality, evidence-based patient care Service contributions to the academic medical center, medical school, or university Community outreach Mentorship of junior faculty, fellows, and residents.
Teaching and Education	<ul style="list-style-type: none"> Novel contributions to education research and development Development of new approaches to teaching (e.g., audiovisual, web-based, texts, manuals, curriculum development, and student assessment and educational/programmatic evaluation) Collaborations with Searle Center for Teaching Excellence 	<ul style="list-style-type: none"> Receipt of teaching awards Recurring exceptional teaching effectiveness on evaluations Leadership activities in residency programs or medical student clerkships. Leadership activities in medical school or university education. Leadership in national organizations whose primary focus is education. Editorial activity for education journals. Visiting professorships, national presentations, and invited lectures. 	<ul style="list-style-type: none"> Teaching medical students in courses such as Problem Based Learning and Medical Decision Making is expected (http://www.feinberg.northwestern.edu/sites/fame/teaching-opportunities/index.html) Mentorship of junior faculty, fellows, and residents. Review activities for education journals. Development of systems that support teaching Participation in student/housestaff recruitment and selection
Original Research	<ul style="list-style-type: none"> Contribute to publications of innovative, original research as a PI or member of a research team Consistent receipt of extramural funding (e.g., governmental and nongovernmental) Principal investigator of multicenter studies or collaborations 	<ul style="list-style-type: none"> Editorial activities for journals Leader of scientific review committees Leadership activity in professional organizations Participation in scientific review for granting agencies Awards 	<ul style="list-style-type: none"> Review activities for journals. Teaching research methods through courses and seminars. Mentorship of junior faculty, fellows, and residents.
Health Services and Management	<ul style="list-style-type: none"> Scholarly evaluation of health care delivery with publication of findings regarding the effects of administrative interventions Development of physician leadership training programs (e.g., administrative fellowship with MBA at Kellogg) Development of innovative administrative programs 	<ul style="list-style-type: none"> Administrative leadership activity in the medical center, medical school, or university Department or division leadership activity (e.g., chair, vice chair, director) Leadership in faculty development. Leadership activity in professional organizations 	<ul style="list-style-type: none"> Demonstration of effective administration of health care delivery Participation in administration of medical school departments and centers Committee service (departmental, medical school, or university). Mentorship of junior faculty, fellows, and residents.

*Professional Service represents activities expected of faculty members for promotion by virtue of their faculty appointment and should be combined with activities that demonstrate Scholarship or Recognition and Leadership for successful promotion.



For more tips and details on preparing your documents for the promotion application, see <https://www.feinberg.northwestern.edu/fao/for-faculty/promo-tenure/prepare-your-packet.html>