



Call for Applications for the 2020-2021 ADFM Fellowship Program

**ADFM LEADS:
Leadership Education for Academic Development and Success**

We are currently seeking applications for our 2020-2021 ADFM LEADS Fellowship Program.

**The ADFM LEADS Fellowship Program is designed for:
Those who are interested learning more about whether senior leadership positions in academic family medicine might be a good career fit and for those who aspire to become a Family Medicine Department Chair or other senior academic leader someday.**

Completed applications due by August 18, 2019.

Introduction

A decade ago, ADFM recognized the need for a robust and diverse leadership pipeline to meet the growing needs of academic departments of family medicine for both senior leaders and department chairs. Department-level senior leadership positions are an important part of the Chair leadership pipeline, and effective succession planning for chairs. The ADFM LEADS fellowship is a 1-year program designed for family physicians and senior family medicine faculty who either aspire to becoming a department chair or other senior leadership position in academic family medicine, or want to further explore if these roles would be a good career fit. Since 2009, 52 fellows have completed or are currently participating in the ADFM fellowship. Almost half of these fellows have assumed interim or permanent chair positions, others have gone on to assume department-level senior leadership roles in academic family medicine.

Overview

The ADFM LEADS Fellowship Program provides interactive training, tools, and experiential learning for faculty aspiring to senior leadership positions, including Department Chair, and those interested in exploring whether these positions might be a good career fit. The program is structured around the [Leadership Competencies for Family Medicine Department Chairs](#).

In the LEADS program, you'll:

- Identify areas for professional development from the leadership competencies and complete a project designed to improve skills in some of these areas;
- Develop an ongoing connection with one-on-one advising from an experienced Department Chair on your project and career goals;
- Participate in ADFM's member offerings, including attendance at the ADFM Winter Meeting (annual conference) and access to the ADFM listserve;
- Access a number of trainings and resources specifically designed for LEADS participants.

Eligibility Criteria

Those who are eligible for the ADFM LEADS Fellowship Program are faculty in Departments of Family Medicine (or equivalent) with at least an Assistant Professor rank and have an MD, DO, or PhD degree (or equivalent doctoral degree) with at least 3 years of experience working in a department of family medicine and a clinical practice in family medicine if applicable.

Applicants are expected to have involvement in each of the department's mission areas (education, clinical, research/scholarship and administration) and should demonstrate evidence of being chosen for a leadership role within their department/institution and/or outside institutions.

Applicants are asked to propose a year-long LEADS Fellowship project as part of their application (more below). Competitive applicants will review the [Leadership Competencies for Family Medicine Department Chairs](#). At least one of their project objectives must be related to increasing the candidate's skills in an area for professional growth selected from the Leadership Competencies. (Note that final project objectives may change after competencies assessment and discussion with fellowship advisors and/or supporting department chair.)

Program Elements and Schedule

The ADFM LEADS Fellowship is a year-long program (starting and ending in February at the ADFM Winter Meeting). It includes the following activities:

- After acceptance (October to January):
 - Self-assessment of incoming strengths and areas for professional development in Leadership Competencies for Family Medicine Department Chairs
 - Join ADFM Chairs' listserv
 - Assignment of a fellowship advisor
- February 2020 - ADFM Winter Meeting (February 12-15, 2020 in New Orleans, LA)
 - Participate in the full meeting as well as some additional programming:
 - ADFM LEADS Fellowship Workshop, February 12, 2020
 - ADFM Leadership Preconference, February 12, 2020
 - Leadership & Management Dilemmas workshop, February 14, 2020
 - Arrange to meet with Fellowship Advisor in person
- Throughout the year
 - Arrange ongoing meetings with fellowship advisor by phone and email, in person when possible
 - Weekly LEADS hour: **Wednesdays 1-2pm Eastern/12-1pm Central**. Depending on week, this time includes:
 - LEADS Program webinars (usually 3-4/yr; topics determined by Fellows)
 - Cohort check-in time
 - Project work time
 - Complete Fellowship project focused on increasing skills in an area for leadership development identified from the Leadership Competencies self-assessment.
- November 2020 – AAMC Annual Meeting
 - Attend the AAMC Annual Meeting (November 13-17, 2020 in Washington, D.C.)
 - *Note that this is NOT covered by the program cost though attendance is strongly encouraged.*
 - Attend ADFM LEADS Fellowship Workshop (in conjunction with AAMC meeting, final date TBD)

- February 2021 – ADFM Winter Meeting (February 17-20, 2021 in Atlanta, GA)
 - Participate in the full meeting as well as some additional programming:
 - ADFM LEADS Fellowship Workshop, February 17, 2021
 - ADFM Leadership Preconference, February 17, 2021
 - Leadership & Management Dilemmas workshop, February 19, 2021
 - Present LEADS Fellowship Project (usually at a breakfast topic table)
- After fellowship:
 - Outgoing self-assessment of Leadership Competencies
 - Continue in chairs' listserv for one additional year (until February 2022)
 - Access LEADS Program webinars and resources as desired
 - Ongoing notification of open Chair positions (optional)

Program Cost and Commitments

The cost of participation in the ADFM LEADS Fellowship is \$3700. This fee covers all materials and expenses for LEADS Program sessions. It also covers the registration fees for the two ADFM Winter meetings attended by LEADS Fellows.

Travel expenses and costs associated with AAMC Annual Meeting attendance are the responsibility of the fellow and/or their supporting department.

Application

To apply for the ADFM LEADS Fellowship you, please send the following to Amanda Weidner (aweidner@adfm.org) by August 18, 2019.

We will not review applications that are not complete, and we will not review applications received after August 18th. ADFM reserves the right to issue a second Call for Applications if we do not achieve capacity after the first Call for Applications.

- 1) Your current Curriculum Vitae
- 2) A personal statement (suggested length is 1-2 pages) describing:
 - a. aspirations or preliminary exploratory interest to become a chair or other senior leader in academic family medicine; and
 - b. what your goals for participation in the LEADS Fellowship Program would be.
- 3) A 2-3 sentence description of your proposed LEADS Fellowship project along with a title and 2-3 objectives for what you hope to achieve and learn through your project. Note that we strongly encourage at least one objective to address an area for professional

growth from the Leadership Competencies for Family Medicine Department Chairs (though final project objectives may change after competencies assessment and discussion with fellowship advisors and/or supporting department chair).

- 4) A letter of support from the Chair of your department or from another Family Medicine Department Chair in support of your application. Ideally this letter will include a commitment from the chair to cover the additional costs associated with the fellowship, including your attendance at the AAMC Annual Meeting.
- 5) If you already have a mentor who is a Chair of a Family Medicine Department other than your own, and would like to have that person serve as your LEADS Fellowship advisor, please provide a note from that person agreeing to serve in this context.

Application Review

Applications will be reviewed by the ADFM LEADS Fellowship Director, Chair of the ADFM Leadership Development Committee, and by the ADFM Executive Committee. We anticipate notifying all applicants by late September regarding acceptance into the 2020-2021 Program.

Criteria which will be considered in reviewing applications include:

- *Complete application packet*
- *Assistant Professor or higher rank*
- *Involvement in each mission: Education, clinical, research/scholarship (and administration)*
- *Evidence of being chosen for leadership role(s) within department/institution and outside institution(s)*
- *MD, DO with clinical practice in family medicine, or PhD with interest in senior leadership position that does not require clinical practice*

Questions?

For more information, contact:

- ADFM Data & Special Projects Manager, Amanda Weidner, MPH, aweidner@adfm.org
- ADFM Fellowship Director, Myra Muramoto, MD, MPH, myram@email.arizona.edu