

Assistant Dean for Student and Housestaff Diversity, Equity & Inclusion, UVA School of Medicine

This 0.25FTE position reports:

- To the Senior Associate Dean for Diversity Equity & Inclusion (SAD-DEI) for all diversity equity and inclusion matters and responsibilities related to all SOM student & trainee diversity affairs.
- To the Senior Associate Dean for Education for responsibilities specifically related to educational affairs.

General responsibilities

The Assistant Dean for Student and Housestaff Diversity, Equity and Inclusion supports students and trainees by promoting the educational mission of the School and provides leadership, information, advice, and counsel in order to facilitate a positive experience for all as part of a diverse community. This position is part of the team responsible for managing the operational, and programmatic aspects of the Office of Diversity, Equity and Inclusion (ODEI).

The Assistant Dean for Student and Housestaff DEI has the opportunity to provide leadership as a “change management specialist” to enhance the culture of the School of Medicine by refining and implementing the School’s comprehensive Diversity Plan to include goals, policies, and practices as they relate to administrators, faculty, department chairs, staff and particularly as they relate to fellows, residents, and students. The Assistant Dean will be a key member of the Diversity team across the School of Medicine and UVA Health System Office of Diversity and Community Engagement and will also be a key member of the education leadership teams for Undergraduate Medical Education (UME), Graduate Medical Education (GME), Biomedical Sciences Graduate Program (BIMS) and Public Health Services (PHS).

Specific responsibilities include:

- Attend weekly Diversity Team meetings on Wednesday mornings.
- Serve on the UME Curriculum Committee and attend weekly Monday afternoon meetings.
- Attend twice a month UME Deans meetings on Mondays at noon.
- Serve as faculty advisor for student affinity groups (i.e., Identity & Inclusion Committee, SNMA).
- Partner with faculty at the Inova Fairfax regional campus to support student mentoring programs.
- Support diversity recruiting efforts during the admissions interview season for UME and BIMS and assist in organizing Second Look activities.
- Attend and participate in orientation programming and student/trainee ceremonies.

- Attend and represent UVA SOM at conferences and other appropriate events for minority student and trainee recruitment, and monitor the effectiveness of recruitment activities.
- Collaborate with Graduate Medical Education (GME) and residency program directors to develop best practices to build diverse candidate pools for residency programs.
- Promote and support resident participation in professional development opportunities that develop diverse and inclusive leaders of the future.
- Collaborate with residency program directors & departmental leaders in DEI initiatives (Justice Equity Diversity Inclusion Strategists – JEDIS) to create a welcoming and inclusive environment for students and GME trainees underrepresented in medicine.
- Partner with the Housestaff Diversity and Inclusion (HCDI) council as part of its mentoring family structure, professional development for residents/faculty and faculty in mentoring program.