



ASSISTANT VICE CHAIR FOR WOMEN'S CAREERS IN ACADEMIC MEDICINE

The Assistant Vice Chair for Women's Careers in Academic Medicine will work with the Vice Chair for Diversity, Equity and Inclusion as well as Department leadership, Division Directors, other Vice Chairs and faculty and trainees throughout the Department to set the tone for DOM initiatives related to the advancement of women faculty and trainees. This position will support and often lead our strategic efforts related to actively promoting DOM women in partnership with the School of Medicine, Johns Hopkins University and the Johns Hopkins Health System.

Specifically, the Assistant Vice Chair for Women's Careers in Academic Medicine will:

- Foster a culture where all women faculty and trainees are highly valued and supported;
- Chair the DOM Women's Task Force (TF) and advisory board which may include activities such as:
 - Leading recruitment efforts to ensure a diverse and robust membership
 - Leading monthly meetings
 - Managing an annual budget
 - Developing a schedule of events;
 - Overseeing planning of the TF Annual Dinner
 - Guiding TF members in project work
- Coordinate with the Office of Women and Science in Medicine within the Johns Hopkins School of Medicine on education, advocacy, mentoring and networking opportunities and
- Participate in faculty recruitment visits for incoming faculty and leaders

The Assistant Vice Chair for Women's Careers in Academic Medicine will receive programmatic support and 10% effort (half day each week) in year one to fulfill the duties listed above. Approval from your division director will be required to reassign effort in a way that does not create challenges to fulfill the patient care obligations of your specialty.

Interested individuals should submit a CV and cover letter that briefly outlines their qualifications, vision for the role and a plan for what activities and commitments

would be reduced in order to accept this position to Rebecca Spriggs (rsprigg6@jhmi.edu) on or before the close of business on **Friday, March 31**.

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