

Faculty Affairs, Development and Wellness Office

<https://medicine.musc.edu/faculty-affairs>

Clinician Educator “Roadmap”

Rank	Faculty Affairs	Faculty Development	Faculty Wellness
Tenure Track			
<p>Clinician Educator, Assistant Professor, years 1 to 3</p>	<p>Understand the promotion process</p> <ul style="list-style-type: none"> Faculty Appointment, Promotion and Tenure Guidelines found here: https://medicine.musc.edu/faculty-affairs/apt-for-musc-faculty <p>Begin building professional profile in Interfolio and update regularly</p> <ul style="list-style-type: none"> https://account.interfolio.com/login <p>Read the Faculty Handbook</p> <ul style="list-style-type: none"> https://education.musc.edu/faculty Meet with your Chair and mentor to discuss your individual development plan <p>Understand Salary Structure and Faculty Compensation Plan for your Department</p> <p>Focus institutional service locally within your Division or Department</p> <ul style="list-style-type: none"> Discuss relevant committees with your Chair (service on 1 to 2 committees or work groups). COM Faculty committee opportunities can be found routinely posted in the weekly 	<p>Spend 1 to 2 hours per month on faculty development</p> <p>Establish mentorship with a primary mentor and/or mentoring team https://medicine.musc.edu/faculty-affairs/mentoring</p> <p>Join relevant professional societies (consider clinical, educational and research societies) and regularly attend societal and scientific meetings</p> <p>Attend Divisional and Departmental Educational Conferences</p> <ul style="list-style-type: none"> Present at divisional and departmental conferences <ul style="list-style-type: none"> Clinical cases Core didactic lectures or small group talks for trainees Grand rounds <p>Start developing teaching skills</p> <p>Educator resources found here: https://medicine.musc.edu/faculty-affairs/educator-resources</p> <ul style="list-style-type: none"> Choose modules from <i>Teaching Physician</i> relevant to your common teaching situations, 	<p>Set personal wellness parameters</p> <p>Frequently access the well-being collective website found here: https://horseshoe.musc.edu/everyone/well-being</p> <p>This digital hub will connect you to a broad spectrum of support programs and resources across six different dimensions. It is a living site and will be optimized over time. You will find well-being support that includes crisis resources, stress first aid, mental health, financial health, caring for others and more</p>

	<p>Dean's message as well as here: https://horseshoe.musc.edu/university/colleges/com/faculty/bylaws-faculty-committees</p> <p>Establish and build clinical effort Establish and build teaching effort</p>	<p>found here: https://horseshoe.musc.edu/university/colleges/com/faculty/teaching-physician</p> <ul style="list-style-type: none"> • Consider enrolling in Academy of Medical Educators, found here: https://medicine.musc.edu/faculty-affairs/academy-of-medical-educators • Consider relevant sessions from Apple Tree Society, ARROW and Faculty Roundtables, found here: https://education.musc.edu/students/apple-tree; https://education.musc.edu/leadership/provost/reporting-units/arrow; https://medicine.musc.edu/faculty-affairs/roundtables 	
<p>Clinician Educator, Assistant Professor, >3 years</p>	<p>Begin assembling your promotion portfolio for Associate Professor</p> <ul style="list-style-type: none"> • Review Faculty Appointment, Promotion and Tenure Guidelines and identify areas of strength and areas for improvement; found here: https://medicine.musc.edu/faculty-affairs/apt-for-musc-faculty • Meet with your Chair to discuss the promotion process and to develop improvement plans for any necessary areas. Set a 	<p>Spend 3 to 4 hours per month on faculty development Maintain mentorship with a primary mentor and/or mentoring team. It may be appropriate to tailor your mentorship based on developing expertise or interests Start developing mentoring skills Form mentoring relationships with trainees https://medicine.musc.edu/faculty-affairs/mentoring</p>	<p>Refine personal wellness parameters Understand financial wellness Frequently access the well-being collective website found here: https://horseshoe.musc.edu/everyone/well-being This digital hub will connect you to a broad spectrum of support programs and resources across six different dimensions. It is a living site and will be optimized over time. You will find well-being support that</p>

	<p>timeline for applying for promotion</p> <ul style="list-style-type: none"> • Meet with your Chair and mentor to refine your individual development plan <p>Update professional profile in Interfolio regularly</p> <ul style="list-style-type: none"> • https://account.interfolio.com/login <p>Broaden institutional service (Division, Department, Hospital, Health System) to reflect your interests and developing expertise</p> <ul style="list-style-type: none"> • Discuss relevant committees with your Chair (service on 2 to 4 committees or work groups). COM Faculty committee opportunities can be found routinely posted in the weekly Dean's message as well as here: https://horseshoe.musc.edu/university/colleges/com/faculty/bylaws-faculty-committees • Consider chairing local committees or work groups <p>Maintain clinical effort</p> <ul style="list-style-type: none"> • May consider an expanded clinical effort in a particular area of expertise • Understand quality metrics relevant to your patient population and strive for excellence <p>Maintain teaching effort</p>	<p>Join committees in relevant professional societies (consider clinical, educational and research societies) and regularly attend societal and scientific meetings</p> <ul style="list-style-type: none"> • Present educational topics or research/scholarly activities at local, regional and national scientific meetings <p>Attend Divisional and Departmental Educational Conferences</p> <ul style="list-style-type: none"> • Present at divisional and departmental conferences <ul style="list-style-type: none"> ○ Clinical cases ○ Core didactic lectures or small group talks for trainees ○ Research/Scholarly activity ○ Grand rounds • Consider leading an educational conference <p>Advance teaching skills</p> <p>Educator resources found here: https://medicine.musc.edu/faculty-affairs/educator-resources</p> <ul style="list-style-type: none"> • Choose modules from <i>Teaching Physician</i> relevant to your common teaching situations, found here: https://horseshoe.musc.edu/university/colleges/com/faculty/teaching-physician 	<p>includes crisis resources, stress first aid, mental health, financial health, caring for others and more</p>
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	<ul style="list-style-type: none"> • May consider an expanded teaching effort in a particular area of expertise or across disciplines or professions • Review teaching evaluations and strive for excellence 	<ul style="list-style-type: none"> • Consider enrolling in Academy of Medical Educators, if already enrolled, consider advancing status, found here: https://medicine.musc.edu/faculty-affairs/academy-of-medical-educators • Consider relevant sessions from Apple Tree Society, ARROW and Faculty Roundtables, found here: https://education.musc.edu/students/apple-tree; https://education.musc.edu/leadership/provost/reporting-units/arrow; https://medicine.musc.edu/faculty-affairs/roundtables <p>Collaborate with relevant Program Director(s) to develop educational curriculum(s) in your area of expertise</p> <p>Consider leadership development MUSC Leadership Institute information found here: https://horseshoe.musc.edu/everyone/leadership-institute</p> <ul style="list-style-type: none"> • Emerging Leaders Program • Leadership tools found here: https://horseshoe.musc.edu/everyone/leadership-institute/leadership-tools/reading-list 	
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<p>Clinician Educator, Associate Professor, years 1 to 3</p>	<p>Maintain knowledge of the Faculty Appointment, Promotion and Tenure Guidelines</p> <ul style="list-style-type: none"> • APT Guidelines; found here: https://medicine.musc.edu/faculty-affairs/apt-for-musc-faculty • Meet with your Chair and mentor to discuss a more advanced individual development plan <p>Update professional profile in Interfolio regularly</p> <ul style="list-style-type: none"> • https://account.interfolio.com/login <p>Strengthen institutional service (Division, Department, Hospital, Health System) in your areas of interest and expertise</p> <ul style="list-style-type: none"> • Discuss relevant committees with your Chair (service on 2 to 4 committees or work groups). COM Faculty committee opportunities can be found routinely posted in the weekly Dean's message as well as here: https://horseshoe.musc.edu/university/colleges/com/faculty/bylaws-faculty-committees • Chair institutional committees or work groups <p>Maintain clinical effort</p> <ul style="list-style-type: none"> • Regularly review your quality metrics relevant to your patient population and maintain 	<p>Spend 3 to 4 hours per month on faculty development</p> <p>Maintain mentorship with a primary mentor and/or mentoring team. You should have a solid tailored mentor relationship and/or team based on your expertise or interests</p> <p>Continue formal mentoring of trainees and support their professional development</p> <p>https://medicine.musc.edu/faculty-affairs/mentoring</p> <p>Apply for leadership positions on committees in relevant professional societies to develop national reputation and regularly attend societal and scientific meetings</p> <ul style="list-style-type: none"> • Present educational topics or research/scholarly activities at local, regional and national scientific meetings • Strive to moderate sessions at societal or scientific meetings to develop national reputation <p>Attend Divisional and Departmental Educational Conferences</p> <ul style="list-style-type: none"> • Present at divisional and departmental conferences <ul style="list-style-type: none"> ○ Clinical cases ○ Core didactic lectures or small group talks for trainees ○ Research/Scholarly activity 	<p>Refine personal wellness parameters</p> <p>Understand financial wellness</p> <p>Frequently access the well-being collective website found here: https://horseshoe.musc.edu/everyone/well-being</p> <p>This digital hub will connect you to a broad spectrum of support programs and resources across six different dimensions. It is a living site and will be optimized over time. You will find well-being support that includes crisis resources, stress first aid, mental health, financial health, caring for others and more</p>
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	<p>excellence. Propose new measures when appropriate</p> <p>Maintain teaching effort</p> <ul style="list-style-type: none"> • Strengthen teaching efforts in your area of expertise or across disciplines or professions • Review teaching evaluations and maintain excellence 	<ul style="list-style-type: none"> ○ Grand rounds • Consider leading an educational conference <p>Accept invitations to deliver CME talks in your areas of interest and expertise</p> <p>Advance teaching skills</p> <p>Educator resources found here: https://medicine.musc.edu/faculty-affairs/educator-resources</p> <ul style="list-style-type: none"> • Choose modules from <i>Teaching Physician</i> relevant to your common teaching situations, found here: https://horseshoe.musc.edu/university/colleges/com/faculty/teaching-physician • Consider enrolling in Academy of Medical Educators, if already enrolled, consider advancing status, found here: https://medicine.musc.edu/faculty-affairs/academy-of-medical-educators • Consider relevant sessions from Apple Tree Society, ARROW and Faculty Roundtables, found here: https://education.musc.edu/students/apple-tree; https://education.musc.edu/leadership/provost/reporting-units/arrow; 	
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<p>Clinician Educator, Associate Professor, >3 years</p>	<p>Begin assembling your promotion portfolio for Professor</p> <ul style="list-style-type: none"> • Review Faculty Appointment, Promotion and Tenure Guidelines and identify areas of strength and areas for improvement; found here: https://medicine.musc.edu/faculty-affairs/apt-for-musc-faculty • Meet with your Chair to develop improvement plans for any necessary areas. Set a timeline for applying for promotion • Meet with your Chair and mentor to maintain an 	<p>Spend 4 to 6 hours per month on faculty development</p> <p>Maintain mentorship with a primary mentor and/or mentoring team. Strengthen formal mentoring of trainees and support their professional development https://medicine.musc.edu/faculty-affairs/mentoring</p> <p>Apply for leadership positions on committees in relevant professional societies to develop national reputation and regularly attend societal and scientific meetings</p> <ul style="list-style-type: none"> • Present educational topics or research/scholarly activities at 	<p>Refine personal wellness parameters</p> <p>Understand financial wellness</p> <p>Frequently access the well-being collective website found here: https://horseshoe.musc.edu/everyone/well-being</p> <p>This digital hub will connect you to a broad spectrum of support programs and resources across six different dimensions. It is a living site and will be optimized over time. You will find well-being support that includes crisis resources, stress first aid, mental health, financial health, caring for others and more</p>

	<p>advanced individual development plan</p> <p>Update professional profile in Interfolio regularly</p> <ul style="list-style-type: none"> • https://account.interfolio.com/login <p>Consider applying for tenure</p> <p>Maintain a strong presence in institutional service (Division, Department, Hospital, Health System) to reflect your interests and developing expertise</p> <ul style="list-style-type: none"> • COM Faculty committee opportunities can be found routinely posted in the weekly Dean’s message as well as here: https://horseshoe.musc.edu/university/colleges/com/faculty/bylaws-faculty-committees • Chair institutional committees or work groups <p>Maintain clinical effort</p> <ul style="list-style-type: none"> • Regularly review your quality metrics relevant to your patient population and maintain excellence. Propose new measures when appropriate <p>Maintain teaching effort</p> <ul style="list-style-type: none"> • Strengthen teaching efforts in your area of expertise or across disciplines or professions <p>Review teaching evaluations and maintain excellence</p>	<p>local, regional and national scientific meetings</p> <ul style="list-style-type: none"> • Strive to moderate and/or develop sessions at societal or scientific meetings to develop national reputation <p>Attend Divisional and Departmental Educational Conferences</p> <ul style="list-style-type: none"> • Present at divisional and departmental conferences <ul style="list-style-type: none"> ○ Clinical cases ○ Core didactic lectures or small group talks for trainees ○ Research/Scholarly activity ○ Grand rounds • Consider leading an educational conference <p>Accept invitations to deliver CME talks in your areas of interest and expertise</p> <p>Advance teaching skills</p> <p>Educator resources found here: https://medicine.musc.edu/faculty-affairs/educator-resources</p> <ul style="list-style-type: none"> • Choose modules from <i>Teaching Physician</i> relevant to your common teaching situations, found here: https://horseshoe.musc.edu/university/colleges/com/faculty/teaching-physician 	
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<p>Clinician Educator, Professor</p>	<p>Maintain knowledge of the Faculty Appointment, Promotion and Tenure Guidelines</p> <ul style="list-style-type: none"> APT guidelines found here: https://medicine.musc.edu/faculty-affairs/apt-for-musc-faculty <p>Update professional profile in Interfolio regularly</p> <ul style="list-style-type: none"> https://account.interfolio.com/login <p>If not already awarded, consider applying for tenure</p> <p>Maintain institutional service (Division, Department, Hospital, Health System) and encourage your mentees to do so</p> <ul style="list-style-type: none"> COM Faculty committee opportunities can be found routinely posted in the weekly Dean's message as well as here: https://horseshoe.musc.edu/university/colleges/com/faculty/bylaws-faculty-committees Continue to chair institutional committees or work groups and encourage your mentees to do so <p>Maintain clinical effort</p>	<p>Tailor your time spent on faculty development to suit your professional needs</p> <p>Maintain formal mentoring of trainees and support their professional development</p> <p>https://medicine.musc.edu/faculty-affairs/mentoring</p> <p>Continue to serve in leadership positions or lead committees in relevant professional societies and regularly attend societal and scientific meetings</p> <ul style="list-style-type: none"> Present educational topics or research/scholarly activities at local, regional and national scientific meetings Moderate and/or develop sessions at societal or scientific meetings to develop national reputation <p>Attend Divisional and Departmental Educational Conferences</p> <ul style="list-style-type: none"> Present at divisional and departmental conferences <ul style="list-style-type: none"> Clinical cases Core didactic lectures or small group talks for trainees 	<p>Refine personal wellness parameters</p> <p>Understand financial wellness</p> <p>Frequently access the well-being collective website found here: https://horseshoe.musc.edu/everyone/well-being</p> <p>This digital hub will connect you to a broad spectrum of support programs and resources across six different dimensions. It is a living site and will be optimized over time. You will find well-being support that includes crisis resources, stress first aid, mental health, financial health, caring for others and more</p>

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