

## **Job description for Director, Health Sciences Integrated PhD Program**

The Center for Education in Health Sciences (CEHS) within Northwestern's Institute for Public Health and Medicine (IPHAM) is leading an internal search for a current Northwestern faculty member to serve as Director of the Health Sciences Integrated PhD Program (HSIP). Founded in 2012, HSIP is one of five graduate degree programs housed in the CEHS offered by The Graduate School (TGS) and the Feinberg School of Medicine (FSM). HSIP offers doctoral training across multiple disciplines within the health sciences, spanning from informatics and program evaluation to implementation science and outcomes research. HSIP builds upon existing master's degree programs in these fields and incorporates new areas of strength in measurement and health behavior. Integration across these programs provides the flexibility for HSIP students to receive rigorous interdisciplinary training in the core content needed for population and public health research in the 21st century. More information about HSIP can be found at <https://www.feinberg.northwestern.edu/sites/cehs/our-programs/phd-program/index.html>.

A successful candidate for this leadership position will be responsible for maintaining a research program as an independently funded investigator while providing leadership for the HSIP Oversight Committee, administrative team, and students. The HSIP Director will lead the program's annual admissions campaign and ongoing curriculum or program enhancements. Along with the HSIP Associate Director, the HSIP Director will co-lead the doctoral colloquium for first year HSIP students and attend all student work-in-progress, professional development, and journal club meetings. The HSIP Director will oversee the Program's \$1.5 million annual budget, direct HSIP planning efforts, and represent HSIP to CEHS, IPHAM, FSM, TGS, and other Northwestern and external stakeholders. The HSIP Director will also serve as a member of the CEHS Executive Committee. The HSIP Director will promote an environment that is diverse, inclusive, and equitable.

The HSIP Director will supervise the HSIP Associate Director. Collaboratively with the CEHS Administrator and HSIP Associate Director, the HSIP Director will also jointly supervise the HSIP Program Assistant. The HSIP Director will report to the Director of CEHS.

Qualified candidates will be current Northwestern faculty members at the Associate or Full Professor level who have a PhD and direct experience contributing to graduate training in one of HSIP's current track areas or a related academic area. Ideal candidates should have experience mentoring graduate students or other trainees, strong leadership skills, demonstrated experience working with educational program stakeholders of varying backgrounds and positions, and a desire to promote FSM's education mission. Experience or familiarity with blended and online course instruction, student recruitment, and TGS policies and procedures is also desirable.

To apply, please provide a letter describing your interest and qualifications for the position, an updated CV, and contact information for 3 references. You can send your application materials to Emily McElroy at [emily.mcelroy@northwestern.edu](mailto:emily.mcelroy@northwestern.edu). The application deadline is December 1, 2020.

Please contact Emily McElroy, CEHS Administrator ([emily.mcelroy@northwestern.edu](mailto:emily.mcelroy@northwestern.edu)), or Neil Jordan, CEHS Director ([neil-jordan@northwestern.edu](mailto:neil-jordan@northwestern.edu)), for additional information about the position.