

Department Chair Attestation – Assistant Dean for Student Affairs

Position Description

The University of North Carolina School of Medicine seeks an innovative, collaborative leader to serve as the Assistant Dean for Student Affairs. This position reports directly to the Associate Dean for Medical Student Education, School of Medicine (SOM).

The Assistant Dean for Student Affairs provides leadership for student affairs for the medical students, which includes career advising, academic assistance, student progress, financial aid, registration, and academic events. The Assistant Dean will work closely with the Associate Dean for Student Affairs and the Senior Director for Student Affairs to provide optimal support, services, and resources for medical students across all phases of the medical school curriculum. This individual will also work collaboratively with the entire Office of Medical Student Education at UNC-Chapel Hill, educational leaders, and team members at regional campuses.

The Assistant Dean for Student Affairs will need to dedicate 40% FTE to this position. The funding for 40% FTE will come from the Dean's office (40% of base salary), and this funding is not subject to a salary cap.

I, _____ provide my support and consent for _____ to put forth an application for the Assistant Dean for Student Affairs. I understand and support the time and effort that will be required of the candidate in this role, in addition to their primary faculty appointment. I attest that the candidate in is good standing with my department.

Department Chair Signature

Date

Candidate Signature

Date