

CHIEF OF STAFF AND STRATEGIC INITIATIVES, SCHOOL OF MEDICINE

Key Roles and Responsibilities

- Provides senior-level administrative oversight and executive decision-making in matters impacting the School of Medicine.
- Oversees the ongoing development and execution of the school's strategic plan and monitors a continuous quality improvement program.
- Promotes community engagement and represents the school at local, state, national, and international levels in activities that will positively impact the reputation and influence of the school and university.
- Leads and evaluates assigned areas such as Strategic Planning and Initiatives, Marketing and Communications; and special events.
- Effectively engages all stakeholders, assists the Dean in the development and implementation of a comprehensive and integrative strategic plan for the school in alignment with the university strategic plan, and ensures these plans are implemented in the assigned areas.