

Associate Dean for Institutional Accreditation, Jacobs
School of Medicine and Biomedical Sciences
University at Buffalo, The State University of New York

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Posted Nov. 22, 2024, set to expire Aug. 4, 2025

Job Title	Associate Dean for Institutional Accreditation, Jacobs School of Medicine and Biomedical Sciences
Department	Jacobs School of Medicine and Biomedical Sciences
Institution	University at Buffalo, The State University of New York Buffalo, New York
Date Posted	Nov. 22, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Associate/Assistant Dean
Academic Field(s)	Administration - General
Job Website	https://www.ubjobs.buffalo.edu/postings/54333

Apply By Email

Job Description

The **Associate Dean for Institutional Accreditation** will provide leadership, oversight, and direction in the areas of institutional assessment and accreditation. As Associate Dean, you will serve as the faculty lead for the Liaison Committee on Medical Education (LCME) and Middle States Commission on Higher Education (MSCHE) reaccreditation processes and will oversee the Office of Accreditation and Quality Improvement (OAQI). As a leader, you will represent the Jacobs School of Medicine and Biomedical Sciences to university leadership as well as external stakeholders. In this role, you will be responsible for promoting a culture of continuous improvement and data-informed decision making across the institution.

In this position, you will:

- Provide leadership and oversight of the execution of the assessment and accreditation processes

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- Provide strategic leadership and mentorship to the Office of | Accreditation and Quality Improvement (OAQI) team, promoting professional growth and a shared commitment to institutional excellence
- Represent the Jacobs School of Medicine and Biomedical Sciences nationally on all matters related to accreditation
- Coordinate and oversee all accreditation activities, including self-studies, interim reports, and site visits
- Work closely and communicate frequently with LCME/MSCHE relating to accreditation
- Lead the OAQI and work with LCME consultants for the 2027 LCME site visit
- Serve as a member of LCME site teams when invited by LCME
- Review and implement policies and procedures that are aligned with LCME/MSCHE accreditation and Jacobs School guidelines and educational outcomes
- Utilize assessment findings to identify areas for improvement in efforts to advance institutional effectiveness and support student success

Outstanding Benefits Package

Working at UB comes with benefits that exceed salary alone. There are personal rewards including comprehensive health and retirement plan options. We also focus on creating and sustaining a healthy mix of work, personal and academic pursuit - all in an effort to support your work-life effectiveness. We support your growth and development through our career coaching and training department and we qualify as a public service loan forgiveness organization. Learn more about our [benefit packages](#).

About The University at Buffalo

The University at Buffalo (UB) #ubuffalo is one of America's leading public research universities and a flagship of the State University of New York system, recognized for our excellence and our impact. UB is a premier, research-intensive public university dedicated to academic excellence. Our research, creative activity and people positively impact the world. Like the city we call home, UB is distinguished by a culture of resilient optimism, resourceful thinking and pragmatic dreaming that enables us to reach others every day. Visit our website to learn more about the [University at Buffalo](#).

University at Buffalo is an affirmative action/equal opportunity employer and, in keeping with our commitment, welcomes all to apply including veterans and individuals with disabilities.

Contact Information

Please reference Academickeys in your cover letter when

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applying for or inquiring about this job announcement.

Contact

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