The University of Wyoming, College of Health Sciences
Director: Division of Graduate Medical Education

The University of Wyoming is seeking applicants for the position of Director of Graduate Medical Education. Reporting to the Dean of the College of Health Sciences, the Director will provide academic and administrative oversight of the UW’s Family Medicine Residency Programs.

The Family Medicine Residency Programs include longstanding clinical centers in Casper and Cheyenne. These centers currently train 6-8 Resident Physicians per class, leading to board certification in Family Medicine. A third clinical site opened in Laramie in May 2017, and is currently funded by a grant from the Health Resources and Services Administration (HRSA). It is anticipated that the Laramie clinic will seek ACGME accreditation in a few years. All three clinical centers are designated as Federally Qualified Health Centers and must comply with the policies and regulations prescribed by HRSA. The Family Medicine Residency Program is administered by the University of Wyoming in collaboration with the Educational Health Center of Wyoming (EHCW) Board.

The UW also administers a medical school program, which is regional and includes the states of Washington, Wyoming, Alaska, Montana and Idaho (the WWAMI Program). Currently, the UW offers the first year of medical school on the Laramie campus. Students complete their second year at the University of Washington campus in Seattle; they then enter clinical clerkships offered at preceptor sites in the WWAMI network. Beginning with the 2018 entering WWAMI class, the medical program will offer the first year-and-a-half of medical school on the Laramie campus. The M.D. degree is conferred by the University of Washington. The UW portion of the WWAMI program is administered by a Director.

Responsibilities of the Graduate Medical Education Director position include
- administration of the graduate medical education budget,
- serving on the College of Health Sciences Dean’s Administrative Council,
- serving as the Designated Institutional Officer for ACGME accreditation
- line supervision of the directors of the residency training programs in Casper and Cheyenne, as well as the community health center in Laramie,
- serving as CEO for the Educational Health Center of Wyoming (EHCW), which is the largest Federally Qualified Health Center in the state
- along with the EHCW, ensuring that the family practice residency centers adhere to the policies and guidelines established by the HRSA
- in collaboration with the Director of the WWAMI program, liaison with state agencies and associations that address issues of medical education and the health of the public,
- administrative liaison with clinical partners for each of the residency training programs, which include the Wyoming Medical Center in Casper and the Cheyenne Regional Medical Center, and
- clinical teaching, as appropriate, in the post-graduate and graduate medical curricula.
In addition, the Director, in association with residency program directors, will be responsible for oversight of clinical practice and management in the family medicine clinics.

**Qualifications:**

- A M.D. or D.O. degree. Board certification in Family Medicine is preferred.
- Administrative experience in academic medicine--and experience with Graduate Medical Education--is desirable.
- Experience with Federally Qualified Health Centers is desirable.
- Career accomplishments that meet standards for senior clinical appointment in line with other clinical faculty in the UW College of Health Sciences

The College of Health Sciences is the second largest academic unit at the University of Wyoming, with a student enrollment approaching 2,000. Comprehensive in scope, the College administers the academic and student affairs of the Fay W. Whitney School of Nursing, the School of Pharmacy, and the Divisions of Communication Disorders, Social Work, Kinesiology and Health, and Medical Education and Public Health. The College also houses the Wyoming Institute for Disabilities (WIND) and the Geriatric Education Center. All degree programs are fully accredited and lead to clinical licensure in most programs.

The University of Wyoming is the state’s only provider of baccalaureate and graduate education, research and outreach services. UW combines research with more than 180 programs of study, an outstanding faculty, and world-class research facilities all set against the idyllic backdrop of southeastern Wyoming’s rugged mountains and high plains. The main campus is located in Laramie, approximately two hours north of Denver. The university also maintains the UW/Casper College Center, outreach education centers across Wyoming, and Cooperative Extension Service centers in each of the state’s 23 counties and on the Wind River Indian Reservation.

Interested parties are encouraged to submit their materials by August 31, 2017. **Applicants must complete an online application including uploading a current curriculum vita, a letter describing relevant experience and interest in the position, and a list of three references (with contact information); these should be uploaded as one document.** Please go to the following link to initiate the application process: [https://jobs.uwyo.edu/psp/EREC/UWEXTERNAL/HRMS/c/HRS_HRAM.HRS_CE.GBL?Page=HRS_CE JOB_DTL&Action=A&SiteId=5&JobOpeningId=8919&PostingSeq=1](https://jobs.uwyo.edu/psp/EREC/UWEXTERNAL/HRMS/c/HRS_HRAM.HRS_CE.GBL?Page=HRS_CE JOB_DTL&Action=A&SiteId=5&JobOpeningId=8919&PostingSeq=1)

All nominations and applications will be handled in confidence until the selection of the finalists, whose names and application materials will be made public.
Position inquiries and nominations should be submitted to:

David L. Jones  
Interim Dean, College of Health Sciences  
Dept. 3432  
University of Wyoming  
1000 E. University  
Laramie, WY 82071  
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The University’s policy has been, and will continue to be, one of nondiscrimination, offering equal opportunity to all employees and applicants for employment on the basis of their demonstrated ability and competence without regard to such matters as race, sex, gender, color, religion, national origin, disability, age, veteran status, sexual orientation, genetic information, political belief, or other status protected by state and federal statutes or University Regulations. Veterans and candidates with disabilities are encouraged to apply.

The University of Wyoming is committed to providing a safe and productive learning and living community. To achieve that goal, we conduct background investigations for all final candidates being considered for employment. Background checks may include, but are not limited to, criminal history, national sex offender search, employment and motor vehicle history. Offers of employment are contingent upon the completion of the background check.