Outstanding Opportunity for a Dynamic, Collaborative, and Innovative Physician Leader

Princeton University seeks applications and nominations for the position of Director of Medical Services of University Health Services (UHS). This distinctive student health opportunity requires an experienced and forward-thinking physician leader. This leader must be capable of shifting between clinical and administrative duties while collaborating to develop and sustain a strategic vision for the future of an organization dedicated to the delivery of excellent, accessible, and holistic student-centered healthcare.

The Director of Medical Services serves as the chief medical officer for UHS and provides clinical leadership, oversight of approximately 60 clinicians and staff, supervision and mentorship, medical administration, budget planning, and direct patient care. As a member of the UHS leadership team, the Director reports to and is a strategic partner with the Executive Director, working together with a group of talented colleagues who lead other programs and services throughout UHS. These partnerships include strong clinical alliances with UHS’s mental health and sexual assault services, and focused efforts on understanding and responding to the needs of Princeton University’s diverse student body—a key priority for UHS. The Director of Medical Services supervises the following units within Medical Services: Outpatient Medical Services, Infirmary, Athletic Medicine, Employee Health, Nutrition, Sexual Health and Wellness, and Global and Community Health.

Princeton seeks an astute and savvy leader with excellent clinical acumen and credibility who can both lead and inspire staff, drive innovation, provide campus-wide leadership on medical and public health issues, and promote and support the goals and objectives of UHS. The Director of Medical Services must have superior communication and organizational skills; demonstrated experience in and commitment to healthcare quality improvement; and the ability to lead and manage a large and dynamic medical service with complex, interrelated components in a uniquely demanding academic environment. The Director will engage with other members of the University and surrounding community to advance the goals of UHS, including contributing to UHS’ efforts to create a health promoting university.
Successful candidates must have a strong record of medical/clinical supervision and administrative experience, including evidence of implementing successful innovations to a service delivery system; a history of support for and experience with an integrated, inter-professional model of healthcare practice and care; a strong commitment to the mission of UHS; and knowledge of medical, public health, and wellness issues affecting universities and their student populations. Candidates should be passionate about management theory and practice, and about creating a healthy work culture in which the UHS care delivery system can thrive and grow. Candidates must have outstanding clinical judgment, compassion, and interpersonal skills with the ability to develop a broad institutional perspective and work collaboratively with colleagues in other areas of the University. Equally significant qualifications include the ability to work well with a globally diverse student body and to apply a broad, systems perspective regarding health promotion, campus/community health and wellbeing, disease prevention, and treatment of illness and injury.

University Health Services (UHS) at Princeton University is a fully accredited (Accreditation Association for Ambulatory Health Care, or “AAAHC”) health care facility. Located in the McCosh Health Center*, the Caldwell Field House, and Dillon Gym, UHS provides comprehensive health services to more than 8,000 Princeton undergraduate and graduate students, and specialized services to Princeton University faculty, staff, and employees who experience work-related injuries and illnesses, or who require consultations regarding international and travel medicine.

UHS’s mission is to enhance learning and student success by advancing the health and well-being of our diverse University community. UHS pursues this mission and supports the University’s purpose by using current knowledge of health and human development to guide responsive, high quality clinical, prevention, and consultation services.

UHS’s values are Respect and Compassionate Care; Integrity and Service Excellence; Collaboration and Innovative Solutions; and Engagement and Lifelong Learning.

*Note: UHS is currently designing a new health and wellness facility, which is scheduled for completion in 2024.
Princeton University is a private, Ivy League, research university. Its 600-acre campus is located in a residential section of Princeton, 50 miles southwest of New York City. Princeton is a vibrant community of scholarship and learning that stands in the nation's service and the service of humanity. Chartered in 1746, Princeton is the fourth-oldest college in the United States. Princeton is an independent, coeducational, nondenominational institution that provides undergraduate and graduate instruction in the arts and humanities, social sciences, natural sciences, and engineering.

As a world-renowned research university, Princeton seeks to achieve the highest levels of distinction in the discovery and transmission of knowledge and understanding. At the same time, Princeton is distinctive among research universities in its commitment to undergraduate teaching.

At Princeton, you have the opportunity to make a meaningful impact on students, faculty, researchers, and the local community. You also have the opportunity to realize your own personal goals, build strong relationships, be recognized for the work you do, and enjoy the unique value only the Princeton community can offer. Every day is a new opportunity to find purpose in your work—from our beautiful grounds and remarkable buildings to our research labs and cultural facilities. Whether you’re already part of our community or just getting to know us for the first time, we invite you to imagine the meaningful difference you can make while working at Princeton.
Position Summary

Reporting to the Executive Director of UHS, the Director of Medical Services leads Medical Services and supports the leadership of UHS, provides overall management of Medical Services, serves as medical liaison to UHS’ campus partners, and provides direct clinical care.

Medical Services is composed of the following units: Outpatient Medical Services, Infirmary, Athletic Medicine, Employee Health, Nutrition, Sexual Health and Wellness, and Global and Community Health. Each of these areas has departmental leaders, and an associate director reports to, and supports the work of, the Director of Medical Services. The Director may delegate supervision of specific areas/issues but retains overall responsibility for Medical Services.

Within Medical Services, the Director is responsible for planning and direction, quality of care, resource management, and staff supervision. As a practicing clinician, the Director provides excellent patient care and consults with clinical staff as needed. The Director is accountable for UHS’ compliance with regulatory and accreditation standards, contributes to the overall UHS mission and operations, facilitates interaction with campus and community partners, and oversees Medical Services’ contributions to the field of student health.

Position Responsibilities

Clinical
- 10 to 25% time providing direct clinical service to students as a staff physician
- Consult on unusual or difficult cases
- On-call responsibilities

Leadership for Planning and Direction
- Define scope of practice within Medical Services, in consultation with the Executive Director
- Create vision, and develop strategic planning, goals, and priorities for Medical Services
- Understands and embraces the role of a health program within an institution of higher learning
Position Responsibilities (continued)

Quality of Care
- Develop and hold Medical Services staff accountable for compliance with standards of care
- Develop policies and procedures which support optimal clinical practice and meet legal and professional requirements
- Ensure appropriate access (including after-hours care)
- Monitor and address concerns or issues regarding access to, utilization of, and satisfaction with services
- Manage risk

Resource Management
- Manage budget
- Provide oversight for clinical resource utilization, including use of staff and of clinical space
- Provide leadership for the Medical Services’ use of IT systems
- Create vision, and develop strategic planning, goals, and priorities for Medical Services
- Understands and embraces the role of a health program within an institution of higher learning

Staff Supervision and Personnel Management
- Maintain adequate staffing and conduct all aspects of personnel oversight including recruiting, hiring, promoting, and performance evaluation of medical staff
- Review credentialing and privileging
- Foster positive culture, environment, and tone with emphasis on the concepts of collaboration, compassion, respect, and continuous professional development

Regulatory and Accreditation Standards Compliance
- Document, promote, and be accountable for compliance with UHS policies and procedures, University guidelines, accreditation standards, and government regulations
- Fulfill the role of “laboratory director” in keeping with NJ State regulations (or assign to a qualified and appropriate designee)
- Oversee responsibility for and engage stakeholders in all aspects of continuous quality improvement related to student health, including responding to complaints or concerns from patients, parents or employees, and leading QI activities and projects
Position Responsibilities (continued)

Contribution to UHS Mission and Operations

• Serve as an active and contributing member of the UHS Directors’ Group
• Advise Executive Director and senior University leadership regarding medical and public health issues
• Contribute to the overall priorities and goals for UHS, including quality improvement, diversity and inclusion, and becoming a health promoting University
• Participate in emergency planning

Interaction with Campus and Community

• Participate in outreach, orientation, and information sharing with students, faculty, staff
• Serve as resource to University offices requiring consultation with a medical expert, including accommodation requests regarding disabilities
• Participate in University emergency planning and public health efforts, and the University Biosafety Committee (or assign to a qualified and appropriate designee)
• Develop outreach and liaison efforts with key offices and departments including but not limited to the Davis International Center, the LGBT Center, the Residential Colleges, and Office of the Dean of Undergraduate Students, the Graduate School, Department of Public Safety, and the Office of Disability Services
• Contribute to the field of college health, including participation in Ivy Plus Medical Directors Group, publications, and presentations at local, national, and international conferences
Qualifications

**Required**

- MD from accredited U.S. medical school and current licensure, with uncontested eligibility for licensure in the state of New Jersey
- Successful completion of post-graduate training and current board certification in a primary care specialty (family medicine, internal medicine, adolescent medicine, emergency medicine, obstetrics and gynecology, or pediatrics)
- Minimum 7 years of experience (10 years or more preferred) in clinical practice or academic medicine following completion of residency
- At least 3 years of experience (5 years or more preferred) in clinical administration, including supervision of physicians, advanced practice nurses, and physician assistants
- Understanding of contemporary healthcare issues for college and university students and the skills to work effectively with a college-age population
- Experience working with a diverse population; demonstrated cultural competence with awareness of and sensitivity to racial, cultural, religious, socio-economic, gender and sexual orientation diversity
- Excellent communications skills (oral, written and digital), including the ability to convey clinical information in accessible terms to a variety of audiences
- Commitment to and history of experience with quality improvement in practice including measurement, data analytics and evidence-based medicine
- Develop, affirm, and support innovative approaches to advance healthcare delivery and practice

**Preferred**

- Interest in healthcare management theory and practice
- Experience in higher education
- Knowledge of sports medicine
- Familiarity with occupational health
Application Process

Princeton University has partnered with Keeling & Associates, LLC in this search process. Applications should include a resume/curriculum vitae and a cover letter addressing your interest and qualifications for the position. Application materials must be sent, preferably as PDFs, to recruiting@KeelingAssociates.com with the subject heading “Princeton – Director of Medical Services.” Review of candidates will begin immediately, and all materials received by August 28, 2019, will receive full consideration.

Confidential inquiries and nominations should be addressed to the K&A senior consultant leading this search, Dr. Jan Walbert, at jwalbert@KeelingAssociates.com.

Princeton University is an Equal Opportunity/Affirmative Action Employer and all qualified applicants will receive consideration for employment without regard to age, race, color, religion, sex, sexual orientation, gender identity or expression, national origin, disability status, protected veteran status, or any other characteristic protected by law.