***(Greyed out boxes contain instructions/definitions and should be deleted prior to submission)***

Personal Statement – (Name Goes Here)

For consideration for promotion from Associate Professor to Professor (Tenured) of (department name), and demonstration of excellence in Service. My average work assignment (date range) is \_\_% service, \_\_% teaching, and \_\_% research.

Summary of major accomplishments during the period of review (2-3 paragraphs limit)

# Excellence in Service (\_\_%) (include the total percentage for all service areas)

***All service activities including clinical service, non-clinical/community service, and service to research can be combined to demonstrate extra-university service.***

Documented clinical service, service to research, and/or non-clinical/community service assignment and a major responsibility (i.e., leadership role) in a clinical program, service to research and/or non-clinical/community service. Candidate must also demonstrate scholarship in one area.

# Clinical Service (\_\_%)

*Measurably and significantly improved the clinical service program. Measures of improvement include obtaining funding support for the program through contracts, significantly increased clinical productivity; evidence of significantly increased clinical-service-related collaborative partnerships with the community; evidence of improved health care outcomes, evidence of significantly increased cost effectiveness of the program (for example, improved clinic efficiencies); introduction of new technologies, methods or procedures that contribute to improved health care outcomes; or evidence of a significant contribution to improved public health.*

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# Non-Clinical/Community Service (\_\_%)

*Excellence in non-clinical/community service is best demonstrated by a documented non-clinical assignment and a major responsibility (i.e., leadership) for a non-clinical program role or multiple or consistent contributions key to programmatic success of non- clinical program(s). The individual should have measurably and significantly improved the non-clinical program. Measures of improvement include but are not limited to work in furtherance of identified missions of the university, improved quality, quantity and/or outcomes of mentoring activities, improved community health care outcomes, documented improvements due to administrative assignments related to clinical work, development or implementation of policies or programs involving local, regional, national, and/or international organizations.*

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# Service to Research (\_\_%)

*Measurably and significantly improved the service to research program. Measures of improvement in service to research include but are not limited to a significant participation in obtaining funding for the program through contracts or grants, development of new research programs, or increased research productivity of the program including scientific presentations and nationally recognized (e.g., included in PubMed) peer-reviewed publications*.

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**FOR PROMOTION TO TENURED PROFESSOR:**

*In addition to meeting the criteria for promotion to associate professor, the candidate should have an established national/international recognition in a focused area of service expertise that is evidenced in extramural letters and extra-university leadership.*

*Note: Extra-university leadership in service must be demonstrated. Examples of extra-university leadership in clinical and/or non-clinical/community service include but are not limited to: election to national committees, invitations as a visiting professor for clinical activity, participation in subspecialty board review or test development committee, invitation to be an accreditation [ACGME or LCME] site visitor or leadership in extra-university clinical or non-clinical/community initiatives, leadership roles in national forums, or invitations to speak nationally or internationally. With respect to participation in clinical trials, there should be evidence of an extra-university leadership role.*

*Examples of extra-university leadership in service to research include but are not limited to: leadership or critical participation on funded multi-site projects (regional, national, international), and participation in national grant reviews, study sections or editorial boards.*

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# Proficiency in Teaching (\_\_%)

*Documented teaching assignment including teaching associated with community-engaged teaching. Teaching includes activities that foster learning and critical thinking skills. Examples of direct teaching include lectures, workshops, small group facilitation, precepting, demonstration of procedural skills, and facilitation of on-line courses. Evidence of proficiency may include structured mentoring, advising activities, developing new instructional or curricular materials, evidence of learning, and participating in interdisciplinary teaching efforts.*

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# Proficiency in Research (\_\_%)

*Documented research assignment including community-engaged research is best evidenced by regular dissemination of research findings (on average, at least annual publication for those with a > 20% work assignment), the majority of which should be through traditional peer-reviewed publications.* *For those with a work assignment in research of < 20%, at least one peer-reviewed publication (or other evidence of dissemination of knowledge) during the period of review.*

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**Scholarship**

*Innovations in service (development of new protocols, new clinical, non-clinical/community or service to research programs or the expansion of existing programs); documentation of peer acceptance of scholarship through peer-review publications in any area of service; extramurally funded clinical initiatives, non-clinical/community initiatives, or service to research efforts;*

*presentation of innovations/findings, on-average annually, in a national forum.*

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