

School of Medicine

Junior Faculty Development Course

January 31 – December 12, 2025

Location TBA

Section I: Introduction		
Session 1: January 31 – 1 – 5 PM		<i>Pre-class assignment: Complete pre-course assessment; take Birkman assessment online</i>
Course Introduction	<p>Kathy Griendling, PhD Professor of Medicine, Executive Associate Dean, Faculty Academic Affairs & Professional Development</p>	<p><i>Class introductions</i> <i>Review of goals and structure of the course</i></p>
Birkman Analysis	<p>Michael Sacks, PhD Professor in the Practice of Organization and Management, Goizueta Business School</p>	<p><i>Understanding your work style, your personality, your perceptions of self and others and how you behave in the normal work environment and in response to stress</i></p>
Section II: The Business of Academics		
Session 2: February 28 – 1 - 5 PM		
Organizational Structure and SOM Finances	<p>Heather Hamby, MPH Executive Associate Dean and Chief Business Officer, School of Medicine</p>	<p><i>Funds flow between SOM, Healthcare and University</i> <i>Expenditures and ledgers for the medical school</i> <i>Financial strategic alignment (FSA)</i></p>
Working with Your Department Administrator	<p>Liz McCarty, MS CRA</p>	<p><i>How your administrator can help with faculty salaries, grant finances, clinical schedules, non-sponsored accounts, etc.</i></p>
Leading a Medical School	<p>Sandra Wong, MD Dean, Emory School of Medicine</p>	<p><i>Leading a medical school</i></p>
Session 3: March 21– 1 – 5 PM		
Human Resource Management	<p>Aaron Lee, MBA, MSHR Human Resources Administrator, Department of Medicine</p>	<p><i>Hiring practices and managing people</i></p>
Crucial Conversations	<p>Lynn O’Neill, MD Associate Professor of Family and Preventative Medicine</p>	<p><i>Tips for approaching crucial conversations</i></p>

	Roshan George, MD Professor of Pediatrics	
Diversity, Equity and Inclusion	Khaliah A. Johnson, MD Associate Professor of Pediatrics	<i>How to work within the system to empower yourself and others</i>
Section III: Education and Scholarship		
Session 4: April 25 – 1 -5 PM		
Presentation Skills I	Molly Epstein, PhD Professor in the Practice of Organization and Management, Goizueta Business School	<i>Persuasive speaking</i>
Increasing Learner Engagement	Todd Taylor, MD Associate Professor of Emergency Medicine Dheepa Sekar, MD, MS-Ed Assistant Professor of Medicine	<i>Increasing learner engagement through technology and active teaching</i>
Session 5: May 16 – 1 - 5 PM	<i>Pre-class assignments: 1) Individual counseling session with Molly Epstein, 2) Prepare 10 min lecture to present to the class</i>	
Giving Feedback	Roshan George, MD Professor of Pediatrics Rebecca D. Sanders, MD, PhD Program Director, Pediatric Residency Assistant Professor Pediatrics	<i>Giving feedback</i>
Presentation skills II	Molly Epstein, PhD Professor in the Practice of Organization and Management, Goizueta Business School	<i>Present short talks to classmates and instructors for feedback</i>
Session 6: August 15 – 1 – 4 PM		
Negotiation/Conflict Resolution	Michael Sacks, PhD Professor in the Practice of Organization and Management, Goizueta Business School	<i>Negotiation skills and resolving conflicts</i>
Session 7: September 26 – 1 – 4 PM		
Educational scholarship	Linda Lewin, MD Professor of Pediatrics Katie Gielissen, MD, MHS-MedEd Assistant Professor of Medicine and Pediatrics	<i>Track 1: Creating scholarship from your educational work</i>

Manuscript writing	<p>Andi Shane, MD Professor of Pediatrics Chief, Division of Infectious Disease Marcus Professor of Hospital Epidemiology and Infection Prevention</p>	<i>Track 2: Tips on writing a manuscript from the Editor's perspective</i>
	<p>Kathy Griendling, PhD Professor of Medicine, Executive Associate Dean, Faculty Academic Affairs & Professional Development</p>	
	<p>Nadine Kaslow, PhD Professor and Vice Chair of Psychiatry Director of Wellness, Resilience, & Flourishing at Grady</p>	
	<p>Jeffrey Boatright, PhD Professor of Ophthalmology</p>	

Session 8: October 24 – 1 - 4 PM

Grant writing and finding funding	<p>Kathy Griendling, PhD Professor of Medicine, Executive Associate Dean, Faculty Academic Affairs & Professional Development</p>	<i>Track 1: Finding funding, tips for advanced grant writing</i>
	<p>Stacy Heilman, PhD Associate Professor and Associate Vice Chair for Research of Pediatrics</p>	

	<p>Julie Hawk, PhD Grant Proposal Development Associate, Emory Department of Pediatrics</p>	<i>Track 2: Creating a biosketch, writing pilot grants</i>
	<p>Camille P. Vaughan, MD, MS Director, Emory WHSC Center for Health in Aging, Associate Professor of Medicine Division Director, Geriatrics & Gerontology</p>	

Section IV: Building an Ethical Career and Leadership

Session 9: November 14 – 1 – 5 PM

Ethics	Johnathan Crane, PhD Professor of Medicine	<i>Ethical principles and medical practice</i> <i>Case discussions</i>
Embracing Failure	Nadine Kaslow Professor of Psychiatry and Behavioral Sciences Director of Wellness, Resilience and Flourishing, Grady	<i>Lessons in resiliency</i>
Promotion and Tenure	Kathy Griendling, PhD Professor of Medicine, Executive Associate Dean, Faculty Academic Affairs & Professional Development	<i>Overview of promotions and tenure in the SOM</i> <i>Promotion case studies</i>
Session 10: December 12 – 1 - 4		
Inclusive Leadership	Ravi Thadhani, MD Executive Vice President for Health Affairs, Emory University Jada Bussey Jones, MD Professor of Medicine Associate Dean for Faculty Development at Grady	<i>Personal journeys</i> <i>Fundamental principles of inclusive leadership</i>

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