

**AMERICAN ACADEMY OF FAMILY PHYSICIANS
POSITION OPENING ANNOUNCEMENT**

DATE: June 18, 2012

POSITION: **Medical Director for Policy Research/** Grade MD7 (**Job #31-12**)
Robert Graham Center, Washington, DC
Supervisor: Andrew Bazemore, MD

HOURS: Monday – Friday, 37.50 hours per week
Additional hours as necessary

TRAVEL: Approximately 25-35 days travel per year
(negotiable dependent on research portfolio dissemination interests)

SUMMARY OF RESPONSIBILITIES:

The Medical Director for Policy Research contributes to the management, research, collaborative and dissemination functions of the Robert Graham Center. The Medical Director for Policy Research must be comfortable working with a small team of highly skilled and self-motivated researchers, and be able to effectively represent the Center and its products within the Academy and with external collaborators and key audiences. Desirable characteristics include national credibility, a Medical Doctorate/Doctor of Osteopathy degree, Diplomate in Family Medicine, and training in research, Public Policy or Public Health.

Key Functions will include:

- **Graham Center Management**

Assisting the Director in the hiring and management of Graham Center staff and helping to fulfill key Academy administrative responsibilities, even in substitution for the Director when unavailable due to competing obligations. Applicants will ideally have personnel and budget management experience, excellent interpersonal and leadership skills.

- **Research and Project Direction**

The successful candidate will have the opportunity to work with our nationally recognized and multidisciplinary health policy research team, and in that context will be responsible for initiating, designing, and leading original research. Training and demonstrated expertise in quantitative or qualitative methods is a must. Experience with health policy and large database analyses and content expertise relevant to value, scope, delivery, cost, or access to population-based primary health care is a plus. The Medical Director will be expected to direct and assist in the development of applications for relevant research and project grants and contracts from foundations and governmental funders. The Medical Director will also respond to requests for research and analysis on issues related to the Academy's advocacy agenda.

- **External Communications**

Important duties of the Medical Director include developing relationships with academic researchers, relevant federal agencies (e.g. Agency for Health Care Research and Quality), institutions, and associations. Strong oral and written communication skills are a must, and a track record of peer reviewed publication and successful grant-writing a plus. Successful candidates will have multiple opportunities for presentations at national conferences, and participate in relevant national committee work and leadership roles.

- **Visiting Scholar & Fellowship Management**

The Medical Director will be responsible for the recruitment, coordination, mentoring and management of participants in two of the Center's highly successful programs, the Larry A. Green Visiting Scholars Program and the Graham Center-Georgetown University Health Policy Fellowship. Successful candidates will assist the Director in the maintenance or expansion of existing foundation or federal support, assistance with development and dissemination of scholarly work, and communications with past and future scholars.

APPLICATION:

Academy employees who wish to express interest in this position are asked to submit a cover letter and resume to **Irene Wrzesien**, within five working days of the date of this announcement. **Other interested in this position** may mail, or e-mail careers@aafp.org a resume including salary requirements to **Irene Wrzesien/#31**, Human Resources, AAFP, 11400 Tomahawk Creek Parkway, Leawood, Kansas 66211. For more information regarding AAFP's culture, benefits and employee rights, please see www.aafp.org/online/en/home/aboutus.html?navid=about+us Minorities are encouraged to apply.

EEO/AAP

We thank all respondents for their interest in AAFP. However, only those selected for an interview will be contacted.