

Dean of Clinical Sciences
University of Medicine and Health Sciences

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Posted Aug. 21, 2025, set to expire Dec. 22, 2025

Job Title	Dean of Clinical Sciences
Department	Basic Sciences https://www.umhs-sk.org
Institution	University of Medicine and Health Sciences Saint Kitts, , Saint Kitts and Nevis
Date Posted	Aug. 21, 2025
Application Deadline	Open Until Filled
Position Start Date	September 2025
Job Categories	Dean
Academic Field(s)	Internal Medicine Medicine - General
Apply By Email	
Job Description	

Dean of Clinical Sciences
Start Date: Fall 2025

The **University of Medicine and Health Sciences (UMHS)** is a fully accredited, independent, offshore medical school committed to preparing highly skilled and compassionate physicians. With a strong focus on advanced technologies, personalized instruction, and quality patient care, UMHS trains students to meet the evolving needs of healthcare systems in the U.S. and around the world.

UMHS is accredited by the **Accreditation Commission on Colleges of Medicine (ACCM)**—recognized by the **U.S. Department of Education** and the **National Committee on Foreign Medical Education and Accreditation (NCFMEA)**—ensuring a rigorous education aligned with U.S. standards.

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Our **Basic Sciences program** is conducted at a world-class, \$100 million campus on the Caribbean island of **St. Kitts**. The **Clinical Sciences program** (semesters 5–10) takes place at our **Maine campus** and across 26 affiliated teaching hospitals throughout the United States, Puerto Rico, and Canada. Over **92%** of UMHS graduates secured residency placements in 2024, and **more than 90%** passed the **USMLE Step 2 CK** on the first attempt.

Position Summary:

UMHS seeks an experienced and dynamic **Dean of Clinical Sciences** to lead its Clinical Program. Reporting to the **Provost (Executive Dean)**, the Dean is responsible for overseeing all aspects of the clinical curriculum and hospital-based training for third- and fourth-year medical students.

Key Responsibilities:

- Direct the Clinical Sciences division, including the work of clinical coordinators and site development staff.
- Oversee six Clinical Chairs and ensure comparability of core clinical rotations across affiliated hospitals.
- Lead curriculum development and continuous improvement of all six core rotations.
- Conduct annual site visits to each clinical affiliate hospital.
- Secure new clinical affiliations and expand opportunities at current sites.
- Manage clinical staff and departmental operations, including budget preparation.
- Ensure timely and thorough student evaluations, remediation processes, and handbook updates.
- Supervise the accreditation process related to the Clinical Program, including preparation of institutional self-studies and participation in site visits.
- Lead program evaluation processes, including assessment of student performance, faculty teaching, and program outcomes.
- Serve as the liaison between the Clinical and Basic Science faculties.
- Provide regular reports to the Provost, President, and Board.
- Attend all graduation ceremonies and represent the Clinical Sciences Department.
- Handle clinical student disciplinary matters and oversee referrals to the disciplinary committee.
- Perform other duties as assigned.

Minimum Qualifications:

- MD or equivalent degree
- Minimum of **5 years' experience** in medical student education
- At least **3 years in educational administration**

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- Demonstrated record of leadership, scholarly achievement, and program development

Salary: Commensurate with experience and qualifications.

Application Instructions:

Interested candidates should submit the following materials:

- Cover letter
- Curriculum vitae
- Contact information for three professional references

Submit materials to: Warren Ross, J.D., President
University of Medicine and Health Sciences
460 W. 34th Street, Fourth Floor, New York, NY 10001
Email: wross@umhs-sk.net

EEO/AA Policy

An Equal Opportunity Employer

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact Warren Ross
Human Resources
University of Medicine and Health Sciences
450 West 34th Street
4th Floor
New York, NY 10001

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