

AO CMF Education Commission chair

Job description

AO CMF seeks *A highly motivated individual who is experienced in and passionate about education in the field of craniomaxillofacial (CMF) surgery. The successful applicant will lead the AO CMF Education Commission (AO CMF EC) members to seize opportunities in CMF education. The applicant needs to be able to work in a multicultural environment and is expected to have the vision to lead and contribute to AO CMF education. This person would also help us set new standards and position AO CMF as a leading provider of high-quality, innovative education in the field of CMF surgery.*

Position Chair AO CMF Education Commission (AO CMF EC)

Territory International

Reporting to Chair AO CMF International Board (AO CMF IB)

Term Three years (with option to renew for one additional term)

Start date July 1, 2020

End date June 30, 2023

Requirements

- Active AO CMF faculty member who has completed the AO Faculty Education Program (FEP) and the AO Chair Education Program (CEP).
- University or academic institution affiliation.
- Passionate about surgeon education.
- Formal educational qualifications desired.
- Be able and willing to work in a comprehensive, constructive and inclusive way with surgeons of different surgical backgrounds, including but not limited to oral and maxillofacial surgeons, plastic surgeons, otolaryngologists, head and neck surgeons, ophthalmic and oculoplastic surgeons and neurosurgeons.
- Highly motivated to build AO CMF as an academic community.
- Demonstration (curriculum vitae) of effective leadership of department, committee or large-scale project.
- Recognized as an excellent educator with participation in officially recognized AO CMF faculty trainings.
- Experience as faculty or chair in multiple AO CMF educational events.
- High-level communication skills, excellent listener and facilitator, diplomatic, constructive.
- Ability and keenness to lead by engaging.

- Willing and prepared to spend significant time (minimum 12 working days per year for face-to-face meetings) on this key role (including travel).
- Excellent command of English.
- Ability to work with multicultural teams.

Responsibilities

- Represent AO CMF education on the AO CMF IB and the AO Education Platform.
- Be the ambassador of AO CMF education within and outside AO CMF.
- Lead the AO CMF EC without bias, adhering to the by-laws, guidelines and policies, and promoting transparency, egalitarianism and accountability.
- Conduct AO CMF EC meetings in an efficient and effective manner.
- Drive the planning and execution of global strategic educational priorities and initiatives.
- Delegate tasks and responsibilities to the most appropriate AO CMF EC members and task forces.
- Monitor AO CMF EC budgets (with Global Education Manager and Executive Director).
- Develop and implement quality curricula and educational concepts and programs consistent with learners' needs which help AO CMF maximize engagement and participation.
- Ensure quality and integrity of AO CMF's educational events.
- Drive innovation, specifically related to new learning formats (eg, online, on demand).
- Implement and refine state-of-the-art educational media and tools.
- Reinforce the importance and implementation of evaluation and assessment.
- Ensure faculty development programs continue to provide AO CMF educational events with the best possible faculty pool.
- Strengthen the cooperation with regions, other commissions and AO areas to leverage resources, ideas, experience and expertise and to optimize performance.
- Act as ex officio trustee of the AO Foundation.

Compensation

- The chair of the AO CMF Education Commission currently receives an annual stipend as compensation for her/his efforts.
- The annual stipend compensates for all activities except reimbursement of travel/accommodation expenses and per diem for course faculty, course chair or education task force activities if such activities do not take place on the same day and same location as other AO activities.