



Mohs Surgeons Leading the Future: A New American College of Mohs Surgery Foundation Pilot

Leadership Participant Information and Application

Summary

- The American College of Mohs Surgery Foundation will pilot a one-year leadership program in 2021: *Mohs Surgeons Leading the Future*. The duration of the program is from the 2021 to the 2022 Annual Meetings. The program will accept up to six participants in the pilot year. Each participant will have a mentor. Most costs to participate will be provided by the ACMS Foundation.

Purpose

- The purpose of the leadership program is to support and grow the influence of Mohs surgeons and the ACMS in their commitment to patients with skin cancers by developing and strengthening a pipeline for leadership within the ACMS.
- An additional program goal is to increase the racial and ethnic diversity, as well as the presence of individuals from other groups that have previously been underrepresented, in the ACMS leadership pipeline. Applications are strongly encouraged from ACMS members of color and ethnic diversity and those with diverse backgrounds and identities.
- Program participants have the opportunity to improve their leadership skills and develop in their careers while helping to advance the strategic goals of the ACMS (e.g. working in the ACMS infrastructure and/or policy world).

Program Structure

The program will involve three components: 70% project-based learning, 20% mentoring and 10% didactic training.

PROJECT-BASED LEARNING

- Cohorts of 2-3 program participants will work on year-long projects identified by the ACMS Board and Leadership Program Steering Committee as being valuable initiatives for the College. They will meet monthly by phone/video conference, and rotate leadership between them. A project liaison will participate. (project liaisons are the individuals who will oversee and supervise the particular project.) Three face-to-face meetings will occur during the year. *Project results will be presented to the ACMS membership at the subsequent (or final) Annual Meeting.

MENTORING

- Each participant will be able to select a mentor from a group of ACMS volunteers. This pairing will provide formal leadership development support involving goals and a written understanding between mentor and mentee. Mentoring pairs will meet monthly by phone or phone/video conference, and in face-to-face three times a year. *
- Participants and Mentors will have the opportunity to meet by phone or virtually prior to the first meeting of the program to ensure the match is a good fit.

DIDACTIC/CLASSROOM/WEBINAR LEARNING

- Webinars on relevant topics will be presented throughout the year.

- In addition, three face-to-face meetings* will occur each year for day-long lectures and discussions about leadership topics as well as networking with ACMS leaders and mentors.
 - Topics will include:
 - Leadership of Self (self-awareness, communication skills, conflict resolution, etc.)
 - Leading Others (influencing with and without authority, team/work group management, giving and receiving feedback, etc.)
 - Leading within a System (leading with vision, leading change, strategic media engagement, advocacy, data interpretation, etc.)

Eligibility/Participation Requirements

- Any ACMS member may apply to participate in the program.
- Completed applications must be received by **October 1, 2020**.
- This Program involves a significant time commitment over the course of a year. Successful applicants will be required to sign a contract agreeing to participate in all activities including: *
 - One (1) day meeting associated with the 2021 ACMS Annual Meeting May 6-9, 2021 in Seattle, WA.
 - One (1) day meeting associated with the 2021 ASDS Annual Meeting Oct 12-13, 2021 in Chicago, IL.
 - One (1) day meeting associated with 2022 ACMS Annual Meeting May 12-15, 2022 in Philadelphia, PA
 - Present project results as a group to the entire membership during the 2022 Annual Meeting.
 - Optional informal meetings: AAD annual and summer meetings
 - Monthly calls with Project Team
 - Monthly calls with Mentor

**The schedule and duration of meetings may change if health and travel restrictions due to Covid-19 do not allow for some face-to-face meetings.*



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Leadership Participant Application

APPLICANT INFORMATION

Name: _____

Contact Address: _____

Email Address: _____

Work Phone #: _____

Cell Phone #: _____

Current ACMS Member? ___ Yes ___ No

Name of Current Practice: _____

Address: _____

Type of Practice (% Time at Each)

_____ Private (Solo) Practice

_____ Mohs Surgery Group Practice

_____ # Mohs Surgeons

_____ Mixed Dermatology Group Practice

_____ # Dermatologists

_____ Academic

_____ # Dermatologists

100%

Within the Practice(S): (%Time at each)

_____ Clinical/Surgery

_____ Fellowship Training

_____ Research

_____ Administrative/Business

_____ Other*

100%

If Other, please describe:

I. CURRICULUM VITAE

Please attach a current curriculum vitae that includes education and training as well as pertinent experiences, publications, honors, and recognitions.

II. PRIOR LEADERSHIP POSITIONS

Please list below up to five leadership positions held (e.g., ACMS, academic, professional, community, volunteer, etc.) Include organization name, title of leadership position, and a brief description of your role.

Leadership Position #1:

Leadership Position #2:

Leadership Position #3:

Leadership Position #4:

Leadership Position #5:

III. STATEMENT OF INTEREST

Please limit to two (2) single-spaced pages, 10-12 pt font, and describe or address the following:

- A prior leadership experience (good or bad) that makes you want to participate in this Program.
- How your personal skill sets and experiences make you a strong candidate for the ACMS Foundation Leadership Program.
- What you hope to gain from the experience, as it relates to your role in the ACMS, personal and professional goals, as well as those of any organization to which you may currently belong.

IV. LETTERS OF SUPPORT

Please provide two (2) letters of support endorsing your participation in this program. One should be from a supervisor/senior member at your institution or practice, if applicable, and one additional letter should be from another ACMS member.

- It is your responsibility to send the attached "Instructions for Letters of Recommendation" to the individuals who will endorse you, and ensure their letters are received on time.
- The deadline for receipt of all letters is October 1, 2020.

V. COMMITMENT TO DIVERSITY AND INCLUSION

ACMS Leadership and the Foundation Committee are committed to creating a racially and ethnically diverse cohort in the leadership program. If you wish to identify as non-white, please indicate below:

African American or Black

American Indian or Alaskan Native

Asian

Hispanic or Latino

Native Hawaiian or Other Pacific Islander

Other (please specify) _____

We are also committed to actively including a diverse group of members that represents a wide range of human experiences in this leadership program. If you would like to share if you identify as a member of an under-represented group - perhaps the community you belong to or your family or cultural background - please do so.

If you wish to share your gender, please do so. _____

Applications due **October 1, 2020**

Completed applications must be emailed to foundation@mohscollege.org



LETTERS OF SUPPORT FOR AN APPLICANT TO MOHS SURGEONS LEADING THE FUTURE

DUE DATE: October 1, 2020
EMAIL TO: foundation@mohscollege.org

Background

Thank you for agreeing to write a letter of support for an individual applying to the new ACMS Foundation Leadership Program Pilot entitled *Mohs Surgeons Leading the Future*. The program will last one year, being book-ended by the ACMS Annual Meeting, and involve a significant time commitment by each participant.

Program components will include (a) project-based learning in small groups, working together on a project that has been identified by the ACMS Board and Mohs Development Awards Review Committee as a valuable initiative for the College, (b) one-on-one mentoring for the year, and (c) didactic, classroom and webinar-based learning throughout the year, including three face-to-face daylong meetings. Project results will be presented to the ACMS membership at the 2022 Annual Meeting.

Letter of Support

(Important note: there are two pieces of information requested, both a table and narrative-form recommendation.)

1. Please complete the attached table by rating this candidate's various current leadership skills compared to their peers.
2. Please write a letter that includes the duration and context of your relationship with the applicant and addresses the candidate's potential for participation in the program, including how their personal skill sets and experiences make them a strong candidate for the ACMS Foundation Leadership Program. Please mention any prior leadership experiences by this individual (if applicable) you have witnessed that support your impression.

Please note that all information sent to us will be kept completely confidential. Nothing will be shared or discussed with the applicant or anyone else outside of the Leadership Program Steering Committee. Thank you, in advance, for sharing an honest and candid assessment of this applicant.

ASSESSMENT OF APPLICANT’S CURRENT LEADERSHIP SKILLS

Rating*	Characteristic
	Communicates: listens to others, communicates well – clearly + deliberately.
	Collaborates: shows respect for others, actively obtains input from others for initiatives, openness to ideas/diversity of thought, builds consensus and buy-in, helps lead others towards a common goal.
	Relationships: develops and maintains strong relationships, networks with others, navigates the politics of an organization, is able to resolve conflicts, negotiate, mentor, coach.
	Initiative: strong work ethic, well-organized, good time management, tactical, able to manage change.
	Intelligence: evidence-based decisions and actions, tests ideas, builds a case for initiatives, systems thinking, interested in learning.
	Emotional Intelligence: understands and manages one’s emotions and understands the emotions of others, empathy, able to build trust, optimistic, resilient in the face of set-backs.
	Vision: focuses on the mission of the organization, sees the big picture as well as the details, scans the environment.
	Ethical: continual focus on equity and fairness, setting standards.
	Other: (please describe below)
	Other: (please describe below)

*Please rate characteristics using the 9-point scoring system described below. Please keep in mind that a rating of “Good (5)” should be viewed as a positive evaluation and the true average amongst this group of exceptional candidates.

Other:

Score	Descriptor
1	Exceptional
2	Outstanding
3	Excellent
4	Very Good
5	Good
6	Satisfactory
7	Fair
8	Marginal
9	Poor