

**Teaching: Milestones and Promotion Criteria (green) to advance to Associate Professor**

*These are suggested steps developed in the DOM, not official HSOM APTC recommendations*

*August 2024*

	Year 1	Year 3	Year 6
Teaching excellence	<p>Participate in clinical teaching experiences with students, residents, or fellows</p> <p>Volunteer for teaching opportunities in teaching conferences &amp; clinical experiences</p>	<p>Refine teaching skills with observation, feedback and skill-building workshops</p>	<p>Demonstrate mastery of content and method, documented by student and peer evaluation</p> <p>Teaching awards Teaching evaluations</p>
Curriculum development Educational programs Educational innovation	<p>Talk with education program directors to learn of curricular needs that align with your interests</p> <p>Attend local and national meetings</p>	<p>Create and implement curriculum with formal learning objectives. Collect evaluations and incorporate feedback</p> <p>Consider longitudinal training programs to build skills in educational research or advanced degrees</p> <p>Write exam questions for national governing bodies (e.g., NBME)</p>	<p>Design, organize, coordinate, and evaluate an educational program</p> <p>Participate in educational program planning and general curricular activities</p> <p>Demonstrate innovation in teaching methods and production of texts, educational software or courseware.</p> <p>Course director, Program director</p>
Mentorship & sponsorship for learners	<p>Meet with students, residents and fellows with an interest in your area</p> <p>Offer to write LORs</p> <p>Keep a record of your mentees names and track their career outcomes</p>		<p>Provide effective supervision, guidance, and/or counseling to trainees, including graduate students, postdoctoral fellows, and/or house officers.</p> <p>Demonstrate effective mentoring through trainee outcomes and testimonials</p>
Scholarship	<p>Attend works on progress; join existing scholarly projects</p>	<p>Present at local and national meetings</p>	<p>Develop and/or present effective continuing education or other</p>

		<p>(educational innovations, abstracts, workshops)</p> <p>Apply for HSF grants</p> <p>Consider longitudinal training programs to build skills in educational research or advanced degrees</p>	<p>professional programs, including invited presentations.</p> <p>Publish papers and/or present at professional meetings on topics related to education.</p> <p>Serve as principal investigator on grants or contracts for educational projects.</p> <p>Serve on national organizing committees that focus on education through development of workshops, conferences, and other programs</p>
Awards & Recognition	Record teaching evaluations, apply for local awards	Ask mentor, director to consider nominating you for local and national awards	<p>Receive recognition as an exemplary teacher, scientist, or clinician who's mentoring and teaching activities provide an outstanding role model for students.</p> <p>Teaching awards, evaluations, and testimonials</p>

**HSOM PT guidance for Promotion to Associate Professor:**

Teaching:

1. Demonstration of mastery of content and method, documented by student and peer evaluation. All teaching activities should receive consideration.
2. Taking responsibility for the design, organization, coordination, and evaluation of an educational program.
3. Developing and/or presenting effective continuing education or other professional programs, including invited presentations.
4. Providing effective supervision, guidance, and/or counseling to trainees, including graduate students, postdoctoral fellows, and/or house officers.

5. Participation in educational program planning and general curricular activities.
6. Publication of papers and/or presentations at professional meetings on topics related to education.
7. Demonstration of innovation in teaching methods and production of texts, educational software or courseware.
8. Receipt of recognition as an exemplary scientist or clinician whose mentoring and teaching activities provide an outstanding role model for students.
9. Serving as principal investigator on grants or contracts for educational projects.