



**EMORY**  
UNIVERSITY  
SCHOOL OF  
MEDICINE

**Department of Gynecology  
and Obstetrics**

The Emory University School of Medicine, Department of Gynecology and Obstetrics, Division of Reproductive Endocrinology and Infertility is seeking a Division Director, who will lead the clinical, administrative, educational, and research goals of the Division of Reproductive Endocrinology and Infertility (REI). The position will also hold either a tenure-track or non-tenure-track faculty rank of Associate Professor or Professor, commensurate with qualifications and experience.

The Division of Reproductive Endocrinology and Infertility was organized in 1981. Faculty see patients with a wide range of reproductive endocrine and infertility pathologies. The REI primary office is the Emory Reproductive Center located at Emory University Hospital Midtown. There are two additional satellite clinic locations at Emory University Hospital and Emory Decatur Hospital, with a third satellite location at Emory Johns Creek Hospital opening in fall 2022. The Emory Reproductive Center is currently comprised of 8 faculty including six REIs, one lab directors and an on-site urologist.

The Emory Reproductive Center serves as an Oncofertility referral site for patients newly diagnosed with cancer and assist with LGBTQ family building, with services including donor sperm insemination, fertility preservation, and reciprocal vitro fertilization (IVF). The on-site, full-service IVF lab currently manages approximately 1000 IVF cycles, providing intracytoplasmic sperm injection (ICSI), Pre-implantation genetic testing (PGT), and oocyte cryopreservation. In addition, the clinic serves as a referral site for patients with reproductive endocrinopathies. There is also a wide variety of surgical interventions, including diagnostic and operative laparoscopy and hysteroscopy and surgery for uterine and vaginal malformation.

The faculty is highly involved in resident, and medical student education in the Department and at Emory University School of Medicine. The ideal candidate will be an active REI clinician with a national reputation who possesses dynamic leadership skills and administrative expertise.

**Duties and Responsibilities:**

- In partnership with the Chair of the Department, develop a comprehensive strategy and plan for the growth and development of the division's clinical, educational, and research activities.
- In partnership with the Chair of the Department and Director of Administrative Operations, manage the Administrative, Finance, Research, and Clinical operations for the division.
- Develop the division's faculty with emphasis on quality, effectiveness and efficiency.
- Participate in the clinical services initiatives of the Emory Healthcare system
- Provide a comprehensive spectrum of REI care obstetric and gynecologic care to medically complex patients.
- Participate in the direct supervision and training of faculty, fellows, residents, and medical students.

**Qualifications:**

Qualified candidates must have a terminal degree (MD or DO), successfully completed a 4-year ACGME-accredited obstetrics and gynecology residency program and an accredited reproductive endocrinology and infertility fellowship. They must be Board Certified in both obstetrics and gynecology as well as reproductive endocrinology and infertility. Minimum of three years of leadership experience as well as a minimum of 5 years academic medical center experience is preferred. Licensure by the Georgia

Composite Medical Board will be required prior to commencement of employment. Demonstrated leadership skills necessary to complement and expand the existing clinical and academic programs.

Review of candidates will begin immediately; for fullest consideration, submit CV, cover letter, and the names of three references.

Interested candidates are encouraged to apply on the Emory Careers website at <https://faculty-emory.icims.com/jobs/83179/job>.

### **The Department of Gynecology and Obstetrics:**

For more than 75 years, the Department of Gynecology and Obstetrics has provided excellence in health care services, research, and education for a racially, ethnically, and socioeconomically diverse population from adolescence through menopause. Emory Gynecology and Obstetrics is part of Emory University's School of Medicine, a globally recognized leader in health care innovation, and the Emory Clinic and Emory Healthcare, a comprehensive health system that includes hospitals, offices, and research facilities.

As part of a university-based health care system, our department has access to state-of-the-art resources and tools. Our physicians and researchers are engaged in translating the latest research and advances into effective practice. This rapidly growing department seeks innovative solutions for addressing health disparities and ensuring health equity for all women.

The Department of Gynecology and Obstetrics, together with Emory University School of Medicine, is fully committed to the shared values of diversity and inclusion in order to achieve and sustain excellence. We firmly believe that we best promote excellence by recruiting and retaining a diverse group of faculty and staff promoting a sense of inclusion and belonging for every member of our community. This climate for diversity, inclusion and excellence is critical to attaining the best scholarship, teaching, and research.

To ensure the safety of our campus community, the COVID-19 vaccine is required. For more information on the University and Hospital policies and potential exemptions, please see our website.

Emory University is dedicated to providing equal opportunities and equal access to all individuals regardless of race, color, religion, ethnic or national origin, gender, genetic information, age, disability, sexual orientation, gender identity, gender expression, and veteran's status. Emory University does not discriminate in admissions, educational programs, or employment on the basis of any factor stated above or prohibited under applicable law. Students, faculty, and staff are assured of participation in University programs and in the use of facilities without such discrimination. Emory University complies with Executive Order 11246, as amended, Section 503 of the Rehabilitation Act of 1973, the Vietnam Era Veteran's Readjustment Assistance Act, and applicable executive orders, federal and state regulations regarding nondiscrimination, equal opportunity and affirmative action. Emory University is committed to achieving a diverse workforce through application of its affirmative action, equal opportunity and nondiscrimination policy in all aspects of employment including recruitment, hiring, promotions, transfers, discipline, terminations, wage and salary administration, benefits, and training. Inquiries regarding this policy should be directed to the Emory University Department of Equity and Inclusion, 201 Dowman Drive, Administration Building, Atlanta, GA 30322. Telephone: 404-727-9867 (V) | 404-712-2049 (TDD).

Emory University is committed to providing reasonable accommodations to qualified individuals with disabilities upon request. To request this document in an alternate format or to request a reasonable accommodation, please contact the Department of Accessibility Services at 404-727-9877 (V) | 404-712-2049 (TDD). Please note that one-week advance notice is preferred.