CALL FOR APPLICATIONS

Medical Director
International Mechanically Assisted Circulatory Support (IMACS) Registry

The ISHLT Board of Directors is seeking applications for the position of IMACS Registry Medical Director.

PERSONAL QUALIFICATIONS

- ISHLT member
- Be willing and able to make a time commitment for 5 years from time of appointment
- Possess a background in the care of patient with mechanical circulatory support devices
- Possess strong administrative skills, ideally within ISHLT activities.
- Have a demonstrated track record of academic productivity in the MCS space, ideally with prior experience with other registries
- Have a track record of providing deliverables within stated deadlines
- Have a commitment to the growth and improvement of the Registry

JOB RESPONSIBILITIES:

The Medical Director reports to the ISHLT Board of Directors. The Medical Director is responsible for the following.

- Registry integrity and growth
  - Maintain the scientific integrity of the IMACS Registry
  - Achieve the goals and objectives established annually by the Board for the Registry
  - Develop and implement improvements to the Registry
  - Increase the number of participating centers and collectives, within the strategic parameters of the ISHLT Board
  - Conduct periodic assessments of data completeness and integrity and undertake interventions where necessary
  - Ensure that the database is dynamic and productive
  - Promote a positive public perception of the IMACS Registry
  - Assess strategic opportunities for IMACS under the direction of the ISHLT Board

- Registry administration
  - Lead the IMACS Registry Steering Committee as its Chair
  - Work within the budget as set by the Board of Directors
  - Develop and maintain positive working relationships with each participating center and collective
  - Oversee the DCC’s activities as they relate to data analysis and reporting
  - Respond in a timely manner to ISHLT members
  - Maintain communications and a positive working relationship with
    - Registries and Databases Committee Chair
    - ISHLT Board of Directors
    - ISHLT staff
    - DCC staff
    - IMACS Steering Committee
    - All contributors of data to the Registry

- Registry Reporting to the Board, to include the following:
  - Quarterly progress reports
  - Annual reports regarding data completeness and quality from a global, regional and center-specific basis (both in aggregate and at a data-variable level)
  - Annual summary of the prior year data collection
  - Annual report on the status of deliverables from the prior year
  - Annual list of publications and presentations arising from the Registry during the prior year
  - Annual Justification, based on value delivered, for continuing to operate the registry
Plans and goals for the coming year, including proposed deliverables / publications / presentations

The Medical Director will lead the Steering Committee in the following:

- Overseeing the implementation of the Registry and monitoring its ongoing progress
- Annually identifying and revising, as needed, data collection fields and definitions that facilitate the collection of appropriate information
- Ensuring that the deliverables charged by the Board are met on a timely basis
- Annually evaluating the need for and value of continuing to operate the Registry
- Interfacing with governmental agencies, international transplant networks, and individual centers to encourage their submission of data to the Registry and to enhance compliance with data submission
- Reviewing results of data collection and producing an Annual Data Report manuscript and slides
- Working with the ISHLT staff, and DCC staff to review and promptly respond to data analysis requests
- Working with the ISHLT Board to prioritize data analysis projects
- Reviewing abstracts and manuscripts generated with the use of Registry data prior to submission for peer-review/publication
- Reviewing and approving the submission of requests for access to deidentified datasets for scientific studies
- Facilitating data analysis projects

An annual stipend of $5000 will be paid to the IMACS Registry Medical Director. Candidates must indicate their institution’s willingness to provide adequate workspace and the necessary equipment for use by the Medical Director. Additionally, upon selection, the Medical Director will be required to provide a letter confirming that he/she will be able to commit the time required of the position.

Candidate telephone interviews will take place in February/March, with the top 2-3 candidates interviewed in person by the Board of Directors on April 2 in Orlando, Florida. To be considered for the position, please submit your resume/CV (3 page maximum) and a ½-1 page personal statement indicating your interest, qualifications, and description of what you would bring to the position. Candidates must confirm their work commitments are commensurate with dedicating adequate effort to the responsibilities described above. Applications and documents must be submitted by February 1, 2019 to amanda.rowe@ishlt.org