

PERSONAL STATEMENT (see TEMPLATE below)

The personal statement should be organized around each criterion in the nominee's designated professional category and leg (see [Companion Document](#) for requirements of each professional category). Within the personal statement, the **nominee must** provide a summary of the nominee's academic activities and professional development, along with *objective* evidence supporting the personal statement narrative. One effective approach is to use appendices for providing objective evidence, which is cited in the personal statement. Keep in mind the SAPC is an interdisciplinary group. Write the statement for a mixed audience of clinicians and basic scientists.

Nominees are required to list five key words or very brief phrases that capture the nominee's area of clinical and or research expertise. This information should be placed at the top of the Personal Statement.

PERSONAL STATEMENT TEMPLATE- INVESTIGATOR
for Employed and Affiliated Faculty- Promotion/Appointment/Award of Tenure

(The nominee is responsible for the accuracy of the Personal Statement and all nomination material)

This template is to be used as a guide to organize your thoughts around your desired nomination. Overall, this Personal Statement should accurately and concisely describe your background and professional development in detail for people who may not know you. Organize your accomplishments in the professional category you have chosen to pursue your nomination. Describe in detail your teaching accomplishments and your local, regional and when necessary, your national and international presence. This is an opportunity for you to promote your accomplishments.

Your Personal Statement should follow this template with each section broken down as a new paragraph.

1. Introduction:

Briefly describe your background, your professional history and your role in your Department. If this is promotion to Professor, then describe your professional history since the last promotion.

2. Professional Category:

Describe your professional accomplishments related to the category/leg (e.g. I am requesting promotion/appointment in the Investigator professional category under the independent leg, etc.).

INVESTIGATOR professional category:

3. A. For appointment or promotion to Associate Professor/Professor based on performance as an investigator, the following requirements must be met: Choose either a. or b.

a. Independent leg- A record of sustained publication in refereed journals of results from original and independent investigations that are recognized as important.

or

b. Collaborative leg- A record of sustained publication in refereed journals of important work resulting from collaborations with more than one principal investigator on multiple projects on which you have contributed your unique skills.

B. For appointment or promotion to the rank of Professor will require:

a. A national reputation within your field

4. Teaching and Education:

For both Associate Professor/ Professor, each category requires evidence of active and effective participation in education. The majority of faculty have expertise or effective teaching in one area but if you have more than one area please describe (e.g. undergraduate, graduate, graduate medical education, post graduate and continuing education of faculty). This is not limited to classroom education but can involve education in the clinic or laboratory. Teaching awards, honors, or distinctions should be described in this section. Impact of teaching should extend beyond the University hospital as evidenced by invitations to teach in other institutions or in the programs of professional societies and continuing medical education (CME) courses.

5. Local, Regional, National presence:

The rank for which you are being nominated, Associate Professor or Professor, will determine what you speak to in this paragraph.

- **Associate Professor:** Requires both local (institutional influence) and regional influence/recognition of your activities.
- **Professor:** Provide evidence of your institutional/local influence, regional and national recognition.

6. Tenure (if applicable) will be granted only to persons of outstanding achievement.

If you are being considered for Tenure the criteria are the same as those for promotion/appointment. In addition, provide evidence that you will continue with a high level of performance for an extended period of time (e.g. grant funding and the potential for grant renewals; evidence that the nominee is committed to the academic mission of the SOM; membership in multiple study sections; holding elected positions in regional or national societies; a record of independent investigations consistent with growth in future years).

7. Conclusion:

Final thoughts/summation. This paragraph can also describe your other professional contributions and service to UCONN Health.