



## Vice President for Assessment Services

Reports to: President/CEO  
Department: Licensure Assessment Services  
E/NE Status: Exempt  
PT/FT Status: FT

The NBOME is seeking a Vice President for Assessment Services (VPAS) responsible for implementing NBOME's strategic plan within the Licensure Assessment Services Department. The VPAS is responsible for leadership and direct oversight of the Department and its staff members (i.e., those assigned to the cognitive assessment components of COMLEX-USA- Level 1, Level 2-CE, Level 3, and COMVEX) and for representing NBOME and the Licensure Assessment Services Department at meetings both internal and external to the organization, at the local and state/national levels.

The VPAS will oversee and organize cognitive test development operation and administration for all existing and new products of the Licensure Assessment Services Department. The VPAS will also provide content expertise and support at the operational level for NBOME's cognitive examinations. The VPAS will additionally participate as a member of NBOME's Senior Leadership Team.

The VPAS will join a team of dynamic leaders and a staff that is passionate about the NBOME's mission of protecting the public by providing the means to assess competencies for osteopathic medicine and related health care professions. They will report directly to the NBOME President/CEO and lead a staff that includes the Assessment Services Leadership Team, contracted individuals (e.g., physician contracted personnel), exempt and non-exempt staff members, and other members of NBOME's National Faculty. The VPAS works from the NBOME Corporate Offices in Chicago with frequent travel, including to the Philadelphia office.

### Requirements:

- D.O. degree from an AOA-COCA accredited college or school of osteopathic medicine
- A Ph.D. and/or Masters Degree preferred
- Minimum of ten years of experience in academic environment (e.g., medical school, graduate medical education, testing organization) and experience in assessment, accreditation, licensure and regulation preferred
- Significant duration of clinical patient care experience (5-10 years) and will likely have recent clinical practice experience (within 3-5 years) and have an active medical license
- Active/updated Board Certification in a clinical specialty with preference given to generalist disciplines (e.g., Family Medicine, Internal Medicine, Geriatrics)
- Excellent writing and editing skills, as evidenced by track record of published textbook chapters, manuscripts in peer-reviewed academic and/or clinical journals and experience in test question writing for NBOME or other assessments. Strong communication, interpersonal, and team leadership skills

### To Apply:

Excellent salary and benefit package commensurate with experience. Please submit letter of interest and curriculum vitae to [HRAdmin@nbome.org](mailto:HRAdmin@nbome.org).

NBOME is an equal opportunity, e-verify employer. All applicants must be legally eligible to work in the United States.