



UNIFORMED SERVICES UNIVERSITY OF THE HEALTH SCIENCES

OFFICE OF THE PRESIDENT
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September 18, 2024

MEMORANDUM FOR SURGEON GENERAL OF THE ARMY
SURGEON GENERAL OF THE NAVY
SURGEON GENERAL OF THE AIR FORCE

SUBJECT: Nominations for the Commandant, F. Edward Hebert School of Medicine Position
at the Uniformed Services University of the Health Sciences

I request your assistance in nominating highly qualified senior officers for the position of Commandant, F. Edward Hebert School of Medicine. Colonel Jay Dintaman, USA, has served admirably but is anticipated to be transferring in the summer of 2025.

In considering potential nominees for this position, I ask that you take the following into consideration:

- a. The successful candidate will be a commissioned military medical corps officer who:
 - 1) Is in the grade of O-5 or O-6 or has been selected for promotion to that grade.
 - 2) Has the background, experience and character traits to credibly represent the University with the DoD, the Federal government and within the academic community.
 - 3) Is eligible for faculty appointment at the level of Assistant Professor or above (has doctoral degree).
 - 4) Will serve as a positive role-model of a career-oriented military medical leader and officer.
 - 5) Has completed grade-appropriate Service-specific professional military education.
 - 6) Demonstrated the ability to lead successfully within the complex military environment.
 - 7) Is available for a three year assignment.

- b. Additionally, previous success in a military command and in an academic setting are preferred, though not required.


All qualified MC Officers will be considered for the position. Each nomination should be accompanied with the following:

- a. A letter of command endorsement.
- b. A letter of interest from the officer that includes a summary of military and civilian education, assignment history, and names and contact information of three references.
- c. Copies of candidate's last three performance reports.
- d. Up to three supplemental letters of recommendation.
- e. Resume / Curriculum Vitae.

I strongly encourage nominations of qualified under-represented minority candidates.

Nominations should be electronically forwarded to the Office of the Brigade Commander at albert.kinkead@usuhs.edu by December 01, 2024. This will provide time for the selection committee to consider the nominations and make a recommendation by the end of April 2025. The successful candidate would be expected to report to USUHS NLT July 01, 2025.

If an officer is recommended and selected from either the Army, Navy or Air Force, the respective Service will need to provide a billet/position for assignment. Thank you for your assistance in identifying candidates for this critical position.


For Jonathan Woodson, MD, MSS, FACS
President

cc:
COL Albert E. Kinkead, Brigade Commander
Dr. Eric A. Elster, Dean, SOM

Robert J. Thompson
Acting President