



LCMC Health

Minority Administrative Fellowship Program



Program overview

LCMC Health is deeply committed to increasing the diversity of its healthcare and executive staff.

LCMC Health has created a new, year-long fellowship program, targeted at recent graduates of color as part of a multi million dollar investment dispersed over several initiatives that will further operationalize that commitment over the course of the next several years.

Fellowship programs are an important opportunity to educate and inspire recent graduates to participate in the healthcare workforce. There are a variety of employment opportunities within healthcare which are virtually inaccessible without prior knowledge of the field.

LCMC Health will operate a fellowship program that provides graduates with the opportunity to work in a healthcare setting. These fellowships provide an excellent opportunity to obtain onsite training in a variety of areas involved in healthcare administration and social sciences. In 2023, there will be four fellowships provided.

Providing rich experiences at a senior management level, graduates gain significant experience in hospital management, operations and strategic planning, and implementation. During this year-long fellowship program, the candidate strives to develop a broad knowledge base of hospital management and operations by accepting responsibility for key strategic and operational projects and programs. Fellows will complete a capstone project presentation to LCMC Health and department leaders and staff reflective of fellowship project/program achievements. Each fellow will have to opportunity to design their capstone based on their priority areas of focus.

Recruitment

LCMC Health will collaborate with the following organizations to advertise and recruit viable candidates:

- Local New Orleans chapter of the National Association of Health Care Executives (NAHSE). NAHSE is a non-profit association of Black healthcare executives founded in 1968 for the purpose of promoting the advancement and development of Black healthcare leaders and elevating the quality of healthcare services rendered to minority and under served communities.
- Area Historically Black Colleges and Universities.
- Local chapters of historically black sororities and fraternities.



Selection process

Applicants to the LCMC Health Fellowship Program must have received their master's degree in the identified disciplines within the past year. They must have achieved a cumulative grade point average of at least 3.0 and be in good standing with their college or university.

Eligible degrees:

- Master of Healthcare Administration (MSHA or MHA)
- Master of Health Services Administration (MHSA)
- Master of Business Administration (MBA)
- Master of Public Health (MPH)
- Master of Healthcare Administration (MHCA)
- Master of Public Administration (MPA)
- Master of Social Work (MSW) or Sociology
- Master of Arts (Medical Anthropology) (M.Anth)
- Master of Psychology (M.Psy)
- Or related field

Application requirements:

- Online cover letter
- Online resume/CV
- Graduate school official transcript
- A 500-word essay
What is your ideal vision of the future of healthcare by the year 2050 and what would your contribution be?
- Two letters of recommendations

Application and interview process

- Applications accepted online through organization's employment website. [Click here to apply.](#)
- Submitted applications are reviewed by preceptors (Chief Diversity and Social Responsibility Officer and Associate Vice President of Government Affairs)
- Candidates are phone screened by the fellowship coordinator
- Eight candidates are offered onsite interviews. LCMC Health will reimburse for in-person travel expenses.
- 45 minute panel interviews with executives and operations leaders
- Tour of the LCMC Health headquarters
- Finalist will join system leaders at dinner
- Hour introductory/welcome breakfast or lunch with CEO

Area of focus

LCMC Health will offer four fellowship opportunities to enable fellows to become more intensely involved in our complex organization which include access to the following areas of focus:



These fellowships include assignment of specific and targeted projects, programs, or functions. Fellows will have the opportunity to work in various areas of hospital administration based off a rotation tailored to their specific areas of focus.

As members of the senior management teams, the administrative fellows are actively engaged in policy and practice recommendations, provide suggestions for program development, and offer evaluation of existing programs and projects to increase program performance and identify ways to improve the quality, safety, efficiency, and effectiveness of healthcare service delivery systems.

Administrative fellowship

Position summary and salary

Actively integrates learning and applies such knowledge to healthcare administration, management and social science principles and theories within a hospital system setting. During this fellowship program, the candidate strives to develop a broad knowledge base of hospital management and operations by accepting responsibility for key strategic and operational projects and programs. The salary for each fellow is \$60,000 per year plus medical insurance.

Reports relationships

Fellows report to Chief Diversity and Social Responsibility Officer and Associate Vice President of Government Affairs, but will also report to other members of senior leadership depending upon area of focus and project assignment.

Essential job duties

- 1 Integrates and applies healthcare administration and social science principles and theories in a fellowship program, acquires knowledge of hospital operations, regulations, policies, and procedures, and examines hospital organizational structure and behavior.
- 2 Assumes responsibility for specific and targeted projects, programs, or functions. Works collaboratively with the department leader on goals setting, measurement of attainment to goals, and evaluation of the program. Identifies economic, social, environmental, and political conditions affecting the healthcare industry and makes prudent recommendations to administration for improving healthcare services.
- 3 Provides suggestions for program development and offers evaluations of existing programs and projects to increase program performance and identify ways to improve the quality, efficiency, and effectiveness of healthcare service delivery.
- 4 When requested, will actively participate in all regulatory and accreditation surveys. To assist with the preparation of records and reports, process improvement, and compliance.
- 5 Attends senior management, medical staff, and administrative meetings as required and participates on committees as directed. Strives to improve the quality of meetings by taking an active role in meeting topics.
- 6 Observes and adheres to all departmental and hospital policies and procedures, and follows all safety, quality improvement, and infection control standards.

- 7 Develops positive relationships between the hospital, medical staff, and community agencies, special interest and civic groups, and professional affiliations by acting as a hospital representative. Works through civic groups and public education activities to improve community health and foster the hospital's image as a leader in the healthcare industry.
- 8 Performs other duties as assigned or requested.

Job specifications

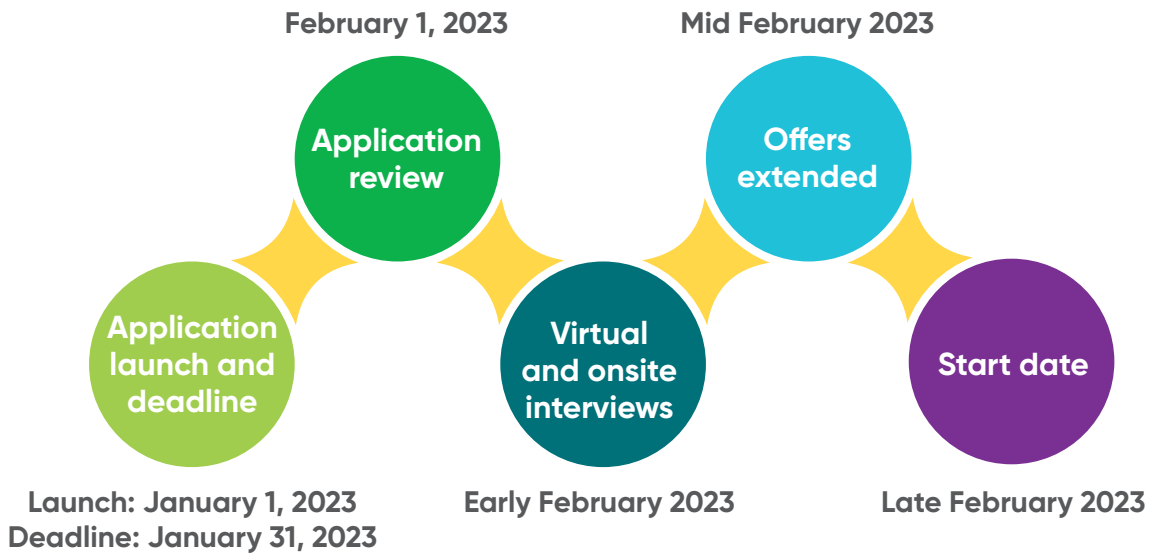
Fields-of-expertise:



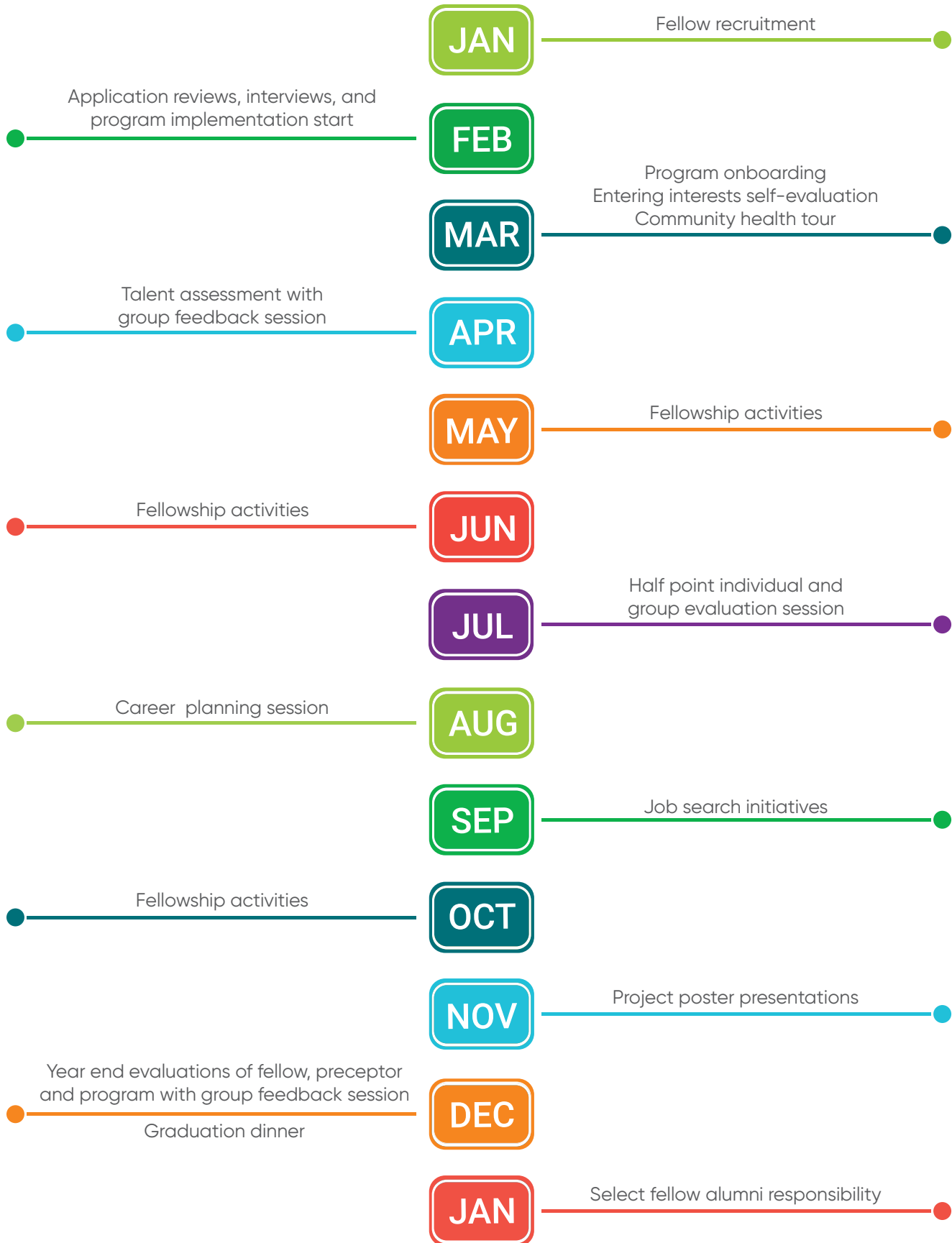
Interpersonal skills

- Effective oral and written communication and computer skills
- Good interpersonal, listening, and human relations skills
- Ability to establish and maintain effective relationships within and outside the organization
- Ability to effectively communicate the mission, vision, and values of LCMC Health to those responsible for maintaining their integrity
- Good time management, budgetary planning, and administration skills
- Problem solving, prioritization, and critical thinking skills
- Effective public speaking skills, as well as ability to develop and conduct effective presentations (i.e., PowerPoint, Excel, etc.)

Selection timeline



Fellowship year-at-a-glance



Learning experiences with corresponding learning experience summative evaluation



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LCMHealth.org