



Professional Development Resource Guide for BUMG Physicians

October 2025

Overview

The BU Medical Group has developed this resource guide as a comprehensive reference for institutional professional development programs and resources available to clinicians across Boston Medical Center (BMC), the BU Medical Group (BUMG), and the Boston University Chobanian & Avedisian School of Medicine (BU CAMED).

Within this guide, you'll find information on opportunities to grow skills and knowledge in areas such as clinical practice, citizenship, mentorship, professional development, research and quality improvement, sponsorship, and writing. Many of these offerings support multiple aspects of skill-building and career development.

While most programs are open to all BUMG clinicians, some may have specific eligibility requirements or considerations. Contact information is included with each listing for any questions about participation.

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I. Citizenship Opportunities

BUMG Committees

A listing of BUMG Committees is below. An open call for new members takes place once a year. Committees meet once a month at established times and members are expected to attend at least 75% of meetings. Members can serve two, three-year terms in a committee.

<u>Committee</u>	<u>Description</u>
<u>Clinician Equity and Vitality Advisory Council</u>	Provides strategic direction to implement initiatives that enhance clinician well-being, support professional advancement, and cultivate an inclusive culture.
<u>Engagement</u>	Create a sense of community and collegiality through social and recognition activities
<u>Governance and Nominating Committee</u>	Board of Trustees established the Governance and Nominating Committee to identify qualified individuals to become Trustees and committee members, and to advise the Board on governance matters.
<u>HR & Benefits</u>	Human Resources and Benefits Committee will review, evaluate, and advise BUMG management, and, as appropriate, the BUMG Board of Trustees, on matters pertaining to human resources and benefits.
<u>Professional Development</u>	Improve and/or create new resources for professional development
<u>Work Life Harmony</u>	Work-Life Harmony Committee is responsible for developing guidelines, programs, and policies to improve integration of work and life in support of BUMG's Strategic Plan.

II. Clinical Opportunities

<u>Opportunity</u>	<u>Description</u>
<u>Clinical Training Center at BMC</u>	An American Heart Association Training Center at BMC that provides free BLS, ACLS, and PALS classes.
<u>Grayken Center for Addiction</u>	Provides education, support and, capacity building on best practices caring for patients with substance use disorders.
<u>Solomont Simulation Center</u>	BMC's state-of-the-art learning center for education and multidisciplinary training (i.e. simulation and ultrasound skills for Ob/Gyn, Ortho, ED, etc.)

III. Mentorship Opportunities

In addition to the Professional Development/Leadership opportunities listed on the next page, below are additional resources to help you expand your mentorship network and skills.

<u>Opportunity</u>	<u>Description</u>
<u>BU Profiles</u>	Search for BU Mentors & Collaborators
Faculty Affairs Propelling Rise of Faculty (PRoF)	Faculty with CAMEd faculty appointments who qualify as Mentees (<5yrs as Assistant Professor) can sign up for PRoF. Anyone at the rank of Associate and Professor (modified & unmodified) can volunteer to serve as a mentor. Each year, surveys to participate in PRoF as a mentee or mentor will be sent out by the BU CAMED Faculty Affairs Office either in January or February. Contact Hee-Young Park, PhD at hypark@bu.edu for more information.

IV. Professional Development/Leadership Opportunities

BU Medical Campus Faculty Development Programming & Offerings

The following opportunities are available through the BUMC Faculty Development Office, and the CAMed Provost office, please contact the office at bumcfdd@bu.edu with any questions.

Program	Description
<u>BUMC Leadership Program</u>	A longitudinal program for faculty interested in academic medicine leadership, with a focus on navigating careers for women in leadership.
<u>Career & CV Consultations</u>	One-on-one consultations with Emelia Benjamin, MD, ScM, to review CVs and plan for promotion. Available year-round on a first-come, first-served basis. Email bumcfdd@bu.edu for an appointment, and please refer here for FAQs and guides on promotion.
<u>Clinician Educator Leadership Program</u>	Designed to support the retention, promotion, and success of diverse BUMG Clinician Educators. <i>BUMG Faculty Only.</i>
<u>Dr. Marcelle M. Willock, MD Faculty Development Program</u>	A year-long leadership and career development program focused on fostering community, belonging, and professional growth among BU Medical Campus faculty.
<u>Early Career Faculty Development Program</u>	For faculty in the early stages of their academic careers, this program combines mentoring, seminars, and project support to foster career advancement.
<u>Emerging Leaders Program</u>	A two-day workshop for late assistant and early associate professors focused on leadership skills, peer networking, and career advancement.
<u>Mid-Career Faculty Leadership Program</u>	Provides faculty with opportunities to build narrative skills through reflective writing, literature discussions, and workshops.
<u>Narrative Writing Program</u>	Provides faculty with opportunities to build narrative skills through reflective writing, literature discussions, and workshops.
<u>National Center for Faculty Development & Diversity</u>	BU's institutional membership offers faculty access to NCFDD's national resources for mentoring, academic support, and career development.
<u>Seminar Series</u>	Open to all faculty, these 12–1 PM CME-eligible seminars cover leadership, education, research, QI, wellness, and promotion throughout the year.

BU Medical Group – EVI Office

The following opportunities are available through the BUMG's Equity, Vitality, and Inclusion Office.

Program	Description
<u>The GREAT Initiative Toolkit Generating Respect Engagement Advocacy Teamwork</u>	This toolkit offers strategies to enhance engagement, empowerment, and collaboration by elevating frontline healthcare voices alongside traditional leadership. Research shows that fostering trust, belonging, and engagement boosts fulfillment and retention. This tool was created by Margaret Lee MD, PhD, Melissa DiPetrillo MD, Alan Malabanan MD, Joshua Campbell PhD, Meera Muruganandan MD, Ansu Noronha MD, and Susannah Rowe, MD, MPH. Please contact Margaret Lee with any feedback at Margaret.Lee@BMC.org

V. Quality Improvement & Patient Safety Opportunities

BMC QI Hub

The following QI opportunities are available through the QI Hub. Jointly provided by the Department of Quality and Patient Safety and the Barry M. Manuel Continuing Medical Education Office, the QI Hub is the Boston Medical Center Health System's educational home for continuous professional development in process and quality improvement

<u>Opportunity</u>	<u>Description</u>
<u>Apply to Become a QI Hub Faculty</u>	Interested in becoming a QI Hub Faculty Member? Visit the link to understand time commitments. Target Audience: You must be employed by BMC, a Boston HealthNet CHC, or a BACO site to be eligible.
<u>Get Certified as a QI Leader</u>	Earn recognition through a progressive QI certification program that highlights your role in driving improvement and fostering a culture of quality at BMC and Boston HealthNet. <u>Quality Improvement Certification Application.</u>
<u>Improvement Leadership Academy</u>	A hands-on course to lead your own improvement project while learning practical tools and strategies. Open to clinical and non-clinical mid-level managers and physician/nurse leaders at BMC and HealthNet CHCs.
<u>QI Consult Request</u>	Need support with a QI project or technique? Submit a request form to connect with a QI Hub faculty member for guidance.
<u>QI Online Learning</u>	<u>Institute for Healthcare Improvement Open School:</u> The BMC Health System community may access the IHI Open School modules for free using our group code. To receive the group code, please e-mail the QI Hub.
<u>QI Resources for IRBs</u>	To help determine whether or not your project requires IRB review, please use the following checklist: <u>BMC QI IRB Checklist</u>

VI. Research Opportunities

BMC Research

BMC offers a wide range of research resources and supports to help clinicians, faculty, and staff engage in high-quality, community-centered research. From clinical data and lab support to grant administration, compliance, and manuscript development, these services are designed to streamline the research process and promote academic productivity.

Opportunity	Description
<u>BMC Clinical Research Network Community Engagement</u>	In collaboration with our communities, researchers, and internal partners, the Clinical Research Network (CRN) is focused on making sure that everyone has a fair and just opportunity to participate in research at BMC.
Core Facilities	Fee-for-service resources supporting federally sponsored research: • <u>Data & Methods Core</u>: Expert support for study design and analysis • <u>Self-Service Platform: TriNetX</u>: De-identified data from Epic and legacy EHRs (updated every 1–2 months; data available since 2000) • <u>BMC Clinical Data Warehouse</u>: Access to rich clinical datasets • <u>Collaborative Research Laboratory (CoRe)</u>: Shared lab space and equipment • <u>Laboratory and Biorepository Research Services Core</u>: Services for specimen processing, storage, and analysis
<u>Office of Research and Sponsored Programs</u>	Offers guidance on onboarding, budgeting, grant management, clinical trial setup, and industry partnerships. See ORSP website for detailed support topics. Please refer to their help page for topics on: • <u>Onboarding Resources for New Researchers and Staff</u> • <u>Contact Information for Research Operations (RO)</u> • <u>Financial Support, Financial Reporting, and Salary Allocations</u> • <u>Grant Administration Support</u> • <u>Indirect Costs (IDC) Policies</u> • <u>Partnering with Biotech Companies to Conduct Clinical Trials</u> • <u>Assistance with Newly Opening Clinical Trials</u> • <u>Be a Participant in Clinical Research</u>
Shared Services	Administrative and compliance support for research activities (fees vary): • <u>Shared Services</u> Team – General admin/compliance assistance • <u>Office of Human Research Affairs</u> – IRB, Clinical Research Resource Office, ClinicalTrials.gov support • <u>Clinical Trials Office</u>– Operational support for clinical studies • <u>Biosafety Committee</u>– Oversight for biosafety protocols • <u>Research Centers</u>– Many jointly operated with BU
Training Opportunities	<u>Boston HEALHS</u> : an Agency for Healthcare Research and Quality (AHRQ) and Patient-Centered Outcomes Research Institute (PCORI)- funded program to expand a community-engaged Learning Health System (LHS) focused on enhancing care in health care systems that serve individuals with multiple complex health conditions.
Writing Resources	• <u>Scientific Writing Resources.docx</u> • BMC Peer-Reviewed Manuscript Writing and Editing Support Opportunities: BMC offers 10-week manuscript writing groups to support research productivity. Led by Scientific Writer/Editor Amy Ries, PhD, sessions include dedicated writing time, goal setting, and feedback. <i>Format:</i> 1 hour/week or 2 hours every other week. <i>Commitment:</i> Attend at least 7 of 10 (or 4 of 5) sessions. <i>Questions?</i> Contact: amy.ries@bmc.org

CAMed Research

[Research](#) at BU Chobanian & Avedisian School of Medicine offers a wide range of research resources to support investigators—explore funding opportunities, access cores and shared facilities, connect with mentors and collaborators, identify faculty expertise, and stay informed on research trends.

Opportunity	Description
Cores, Facilities & Services	Here , you can find information and links to various research cores and services available on campus. Some of these cores are institutional research cores and are available on a fee-for-service basis to all BU and external investigators. Other types are core services supported by individual departments, specific grants, or groups of investigators, and may be available to other University researchers as fee-for-service, or as a collaboration.
Finding Funding	See here for opportunities in funding.
Centers & Institutes	See here for centers & institutes in CAMed focusing on research.
Additional Resources	See here for additional research resources at CAMed.

BU Clinical & Translational Science Institute (CTSI)

The [BU CTSI](#) provides tools, services, & resources to clinical investigators, to maximize the impact of discoveries and to speed the translation of research into improved patient care.

Opportunity	Description
Consulting Services	Services are available for researchers with study design, biostatistical and data management needs. To request our services, please click here to complete an application for consulting . If you have questions about consulting services contact consultants on the website .
Pilot Funding	CTSI offers pilot grants to support innovative translational research and methods development. Includes: • Pilot Grant Programs • Funding Opportunities • Funding News • ARCs • BU IBRO
Software Tools	Free statistical and methodological consultations are available through the Study Design and Biostatistics Core to support clinical and translational research.
Support for Research	The CTSI offers an array of research resources in support of research at BU: • Access to Optum Labs and BU School of Public Health Partnership. • Access to Research Networking Blog. • CTSI's General Clinical Research Unit (GCRU) for study implementation • Clinical Research Resources Office (CRRO) for ethical, regulatory, and operational guidance
Training & Mentoring Resources	Targeted programs for trainees, faculty, and research staff: • KL2, TL1, and CREST training programs • Researcher Education Program
Writing Resources	The following CTSI programs provide writing support: • Program for Early Research Career Development assists writing bio sketches/specific aims, finding mentors • Career Development Award Writing Workshop for NIH K/foundation grants

	• Mentored grant to R transition. Support for mentored grant recipients to become R01-funded & independent • Mock NIH R01 study section:
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BU Evans Center for Implementation and Improvement Sciences (CIIS)

[Evans Center for Implementation & Improvement Sciences](#): provides implementation science skills/consults

Opportunity	Description
CIIS Fellowship	CIIS offers a two-year fellowship to build institutional capacity in implementation science. Fellows gain training in methods that support the adoption and integration of evidence-based practices into routine care, with a focus on improving healthcare delivery in safety net settings.

BU Hariri Institute

The [BU Hariri Institute](#) is a federation of 10 centers and initiatives spanning artificial intelligence (AI), computational science and engineering, computer systems and cloud computing, information and cyber security, and digital health.

Opportunity	Description
Software & Application Innovation Lab	The Software & Application Innovation Lab (SAIL) at the Hariri Institute for Computing is a professional software design and development lab that serves as a collaborative resource for computational and data-driven research efforts across Boston University.

BU Interdisciplinary Biomedical Research Office

The [Interdisciplinary Biomedical Research office](#) (IBRO) facilitates interdisciplinary biomedical research by supporting strategic and faculty-driven initiatives to stimulate existing and new biomedical research and training across BU's Charles River and Medical campuses

Opportunity	Description
Funding	Offerings include: • Funding is available to jump start and support faculty-initiated Affinity Research Collaboratives (ARCs), as well as strategically planned programs in the biomedical, physical, and engineering sciences. • Seed Funding: ARC Seed Funding is available to jump start and support faculty-initiated collaborations and projects.

BUMC/BMC Institutional Review Board (IRB)

The [BUMC/BMC Institutional Review Board](#) (IRB) provides ethical review of human subject's research to protect the rights and welfare of human subjects of research and to assure that human research is conducted according to applicable federal, state, and local laws and regulations and the relevant policies of the Human Research Protection Program, BMC & BU.

Opportunity	Description
To IRB or Not to IRB: That is the Question	Understand if your project needs an IRB - See Slide Deck
Clinical Research Resources Office	The mission of the Clinical Research Resources Office is to facilitate the design and conduct of ethical and scientifically valid clinical and human research by providing a range of services, resources and guidance to support BMC and BU Medical Campus clinical researchers in planning, submitting, conducting and analyzing their research. Director: Mary-Tara Roth, RN, MSN, MPH; mtroth@bu.edu

Common Research Questions

Questions	Response(s)
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Are you interested in Health Equity Research, Education & Clinical Care?	BMC Health Equity Accelerator • BMC Health Equity Accelerator's Research Program • BMC Health Equity Advocacy • BMC Health Equity Pilot Award Program BMC Health Equity Fellowship: For residents/fellows/nursing. More information email: BMCHS.Equity@bmc.org
Where can I find a student or trainee volunteer(s) help to join my research team?	Students: • Post your research project opportunity with Matthew D. Layne, PhD, (mLAYNE@bu.edu) Assistant Dean of Research • MS in Medical Sciences Program: Contact Gwynneth D Offner (goffner@bu.edu). Students choose projects Feb-March; begin work July-August. Thesis due April 1; limited time, but amenable to smaller research questions • School of Public Health Master of Science in Population Health Research. MS-PHR students are required to conduct 400 hours of research mentoring experience. Contact Andrew Stokes, Ph.D. (acstokes@bu.edu) for details Residents • Check with section/department program directors
Which Development office or grant office do I or my collaborator use?	BU vs. BMC SPACE: - enter BU username & Kerberos password
Where do I assess impact of my research impact?	Overton: World's largest searchable index of policy documents, guidelines, think tank publications & working papers. Collects data from 188 countries >1000 sources worldwide. More info: email refquest@bu.edu. (617) 358-4810
What caregiving resources are available to faculty conducting research?	Please refer here for tips and strategies for BUMC faculty researchers who are planning for or taking a leave of absence. The information included on this site was developed by a faculty team as part of the Mid-Career Faculty Leadership Program.
What support is available for conducting health sciences literature searches and systematic reviews?	Please contact David Flynn, BU Senior Research Librarian, at dflynn@bu.edu to help assist you with literature searches and systematic reviews.

VII. Scholarship & Recognition Opportunities

Opportunity	Description
<u>BMC Awards</u>	<u>Be Exceptional Awards</u> : Annual recognition program that acknowledges outstanding individuals and teams for their exceptional performance and living BMC's core values. Nominators are asked to choose a category they feel best represents how their nominee is contributing to BMC's strategic goals and core values and mission.
<u>BU Office of the Provost Awards</u>	Learn more about individual Boston University Office of the Provost Faculty Awards for faculty on the medical campus through the following links. • <u>Boston University Provost's Scholar-Teacher of the Year Award</u> • <u>Metcalf Cup and Prize and the Metcalf Awards</u> • <u>The Aram V. Chobanian Assistant Professorship</u> • <u>The Gerald and Deanne Gitner Family Award for Innovation in Teaching with Technology</u> • <u>The Peter Paul Career Development Professorship</u> • <u>The Ralph Edwards Career Development Professorship</u>
<u>BU Medical Group Awards</u>	<u>Clinical Excellence Awards</u> The Boston University Medical Group annually honors members through the BUMG Clinical Excellence Awards. Learn more about award opportunities below. • <u>Excellence in Leadership Award</u> • <u>Excellence in Care Award</u> • <u>New Faculty Excellence Award</u> • <u>Excellence in Health Equity</u>
<u>Chobanian & Avedisian School of Medicine Awards</u>	• <u>Distinguished Faculty of the Month</u> • <u>Educator of the Year Award</u> • <u>Annual Awards – more information here</u>

VIII. Writing Opportunities

BU CAMed Resources

Below are additional writing support resources available on the BU Chobanian & Avedisian School of Medicine (BU CAMed) campus. For research-related writing and support, please also refer to the research opportunities listed above, including CTSI, BU, and BMC resources.

Opportunity	Description
Peer-to-Peer (P2P) Faculty Writing Group Program	Designed for junior faculty—particularly Early-Stage Investigators or those with English-language barriers—this program supports the development of NIH R01 (or equivalent) grant applications. Participants receive peer feedback on logical structure and scientific narrative. Contact: Elaine L. Lee, PhD (ellee@bu.edu). A joint initiative with Associate Deans Andrew Taylor, PhD, and Hee-Young Park, PhD.

Writing FAQs

How can I detect plagiarism?	For tools/best practices to ensure proper citation and avoid plagiarism, refer here
Identifying predatory journals	Faculty are encouraged to use resources from the BU Alumni Medical Library and ICMJE to identify predatory or fraudulent journals. Avoid submitting work or serving on editorial boards for these journals. Additional reading includes: • BU Alumni Medical Library hosts predatory publishing resources. • Statement on Article Publication Resulting from NIH Funded Research • Avoiding fake journals and judging the work in real ones • Think Submit Check • Beall publishes Beall's List of Predatory Publisher

IX. General FAQs

Question	Resource
Are you facing challenges?	The following resources are available to BU faculty: • Boston University Office of the Ombuds The BU Ombuds is a confidential, neutral, and independent resource providing informal assistance to faculty, staff, & students on the Charles River and Medical Campuses. • Faculty & Staff Assistance Office Free & confidential, the BU faculty & staff can find help for a range of personal, work-related, & family concerns including referrals for mental health & substance use treatment, crisis support, etc.
Are there campus resources for additional continued education?	BUSPH Population Health Exchange: BUSPH Population Health Exchange offers short immersive courses on selected topics such as data visualization, communication, advocacy. Health Professions Education MS: BU CAMed Graduate Medical Sciences offers a MS in Education. Ready to learn more about a program? Complete this inquiry form to get in touch with an admissions advisor.
What resources are available for statistical support?	Free statistical support is available through the BU Arts & Science Department – MSSP Consulting – see here for more information.