



FLORIDA ATLANTIC UNIVERSITY  

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Schmidt College of Medicine

## Associate Dean for Student Affairs and Admissions

### Leadership Profile

May 2026



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## Executive Summary

The Charles E. Schmidt College of Medicine at Florida Atlantic University invites inquiries, nominations, and applications for the Associate Dean for Student Affairs and Admissions, a key faculty leadership role overseeing student affairs, admissions, and financial aid.

Florida Atlantic University (Florida Atlantic) is a public research university with ten colleges, 30,000 students, and six campuses spanning over 100 miles of coastline. The University has seen remarkable growth in its programs and reputation in just the last few years, including doubling research expenditures, enrolling an all-time high number of National Merit Scholars, setting new records for private gifts to the FAU Foundation, increasing graduation and academic progress rates, and raising the profile of Florida Atlantic's athletics program. For the first time in 2026, Florida Atlantic was named as a "Top 100 Public University" by the *U.S. News & World Report*, rising from No. 103 in last year's ranking of the nation's best universities.

Created to address the healthcare needs of the state, the Schmidt College of Medicine is a community-based medical school that admitted its first class of students in 2011. The College includes 175 faculty (103 full-time and 72 part-time), 1,274 affiliate faculty members, 326 medical students, 181 residents and fellows, as well as 70 graduate students in biomedical science.

Five local hospitals from top healthcare systems in the region, namely Baptist Health and Tenet Health, serve as key partners for undergraduate medical education (UME) and form the Graduate Medical Education (GME) Consortium that offers residency and fellowship programs. The college is also affiliated with Cleveland Clinic Florida, HCA, and local behavioral health medical centers. The college also has a faculty-practice plan, Florida Atlantic Medical Group and is home to the Max Planck Florida Institute for Neuroscience, offering outstanding research and educational opportunities for faculty and students. Research and development activities in the college drive a university-wide effort to build key pillars of research strengths consistent with the University Strategic Plan.

The College annually provides approximately 400 students with a variety of educational offerings, including an M.D. program, an M.D./Ph.D. program, M.S. and Ph.D. degree programs in Biomedical Sciences, and graduate certificates.

Reporting to the Vice Dean for Medical Education and Department Chair, the Associate Dean for Student Affairs and Admissions will lead an integrated portfolio supporting medical students from recruitment and admissions through progression, key milestones, match, and graduation. This student-facing leader will strengthen the Office of Student Affairs (OSA) as the clear hub for support and guidance, ensuring a cohesive, student-centered experience while balancing advocacy with accountability and policy in sensitive student matters. In close partnership with medical education leadership, the Associate Dean will align student affairs programming with the curriculum, lead and develop a high-performing team through clear roles and professional growth opportunities, build effective relationships with institutional partners, and represent the college with internal and external stakeholders. A M.D. or D.O. degree from an accredited institution, the credentials that merit appointment at the rank of associate or full professor, and at least five years of experience in undergraduate medical education is required. A Florida medical license or eligibility for Florida licensure, Board eligibility or certification, and at least 5 years of experience in medical student affairs and medical student recruitment preferred.

To submit a nomination or express personal interest in this position, please see Procedure for Candidacy at the end of this document.

## Role of the Associate Dean for Student Affairs and Admissions

The Schmidt College of Medicine at Florida Atlantic University is seeking an outstanding faculty member to join the leadership team as the Associate Dean for Student Affairs and Admissions, reporting to the Vice Dean for Medical Education and the Department Chair, as applicable. This position leads, directs, and oversees the Office of Student Affairs, which includes student affairs, admissions, and financial aid. This key leader of the undergraduate medical education program is responsible for ensuring LCME compliance in these areas and for the continuous quality improvement (CQI) process for student success programs, including mentoring, career and academic advising, Match outcomes, and student wellbeing. This position is also responsible for the CQI process for medical school admissions and student recruitment.

The Associate Dean will report to the vice dean for medical education and the department chair as applicable and will provide vision and leadership with oversight for a team of approximately 15 FTE of faculty and staff. The Associate Dean's direct reports include the following positions:

- Assistant Dean of Student Affairs
- Director of Student Success Services
- Senior Director of Student Affairs and Student Services
- Director of Medical Student Financial Aid
- Director of Admissions

The primary responsibilities of the Associate Dean for Student Affairs and Admissions include, but are not limited to:

- Provide oversight of medical student recruitment, matriculation, retention, and promotion, student services, financial aid, student records, and student activities.
- Develop, maintain, and implement medical student affairs policies and procedures and oversee the proper implementation of university-wide policies and procedures for students.
- Collaborate with the Office of Medical Education leadership on policies and procedures to ensure an inclusive and safe learning environment.
- Review program operations and implementation of the policies and procedures of the Office of Student Affairs and Admissions to ensure that the programs, policies, and procedures achieve set goals.
- Provide academic, professional, and student wellness support services for students.
- Lead career and professional advising and mentorship programs, including guidance throughout the residency application/Match process for students.
- Ensure establishment of a student culture and learning environment where students learn to respect differences, exercise leadership, and take responsibility for their actions.
- Oversee academic societies and coaching programs for students.
- Provide expertise and remain up to date in the areas of Student Affairs and Admissions to help achieve the College of Medicine's strategic goals.

- Serve as primary contact for students facing academic, professional, personal, and/or financial challenges and refer students to appropriate resources.
- Develop and provide coaching training sessions for faculty and staff to enhance student support services.
- Develop and lead professional identity formation activities for students.
- Deliver the AAMC Careers in Medicine curriculum, in collaboration with the Assistant Dean for Student Affairs.
- Lead reflective student activities related to professionalism.
- Oversee all aspects of the Medical Student Admissions Cycle, “Admissions Interview Day,” and administrative components of the admissions process.
- Responsible for maintaining and updating the Admissions Handbook with the Director of Admissions.
- Deliver presentations and participate in activities related to the Office of Student Affairs, including during the Medical Student Admissions Cycle.
- Oversee, attend, and assist in planning Student Affairs events including Orientation, White Coat Ceremony, Match Day, and Graduation with the Senior Director of Student Affairs and Student Services.
- Collaborate with FAU Counseling and Psychological Services in continued implementation of mental health counseling programs specific to medical students.
- Oversee the implementation of the school’s student governance structure and provide ongoing support and review of this structure.
- Oversee personnel, processes, and budgets within the Offices of Student Affairs and Admissions.
- Collaborate with other Colleges within the University to develop Pathway Programs.
- Ensure maintenance of an effective system for provision of health services to students.
- Represent the medical profession to students and serve as a role model.
- Serve as the public liaison to internal and external constituents and represent the medical education program at events.
- Lead ongoing continuous quality improvement processes for the Offices of Student Affairs and Admissions.
- Ensure that all appropriate criteria are met for medical education program LCME accreditation/reaccreditation with respect to Student Affairs and Admissions.
- Represent the Vice Dean for Medical Education when appropriate.
- Clinical opportunities are available based on specialty. Maintaining a limited but meaningful clinical portfolio (10–20%) to model professional practice and strengthen integration between clinical and educational missions is preferred.
- Serve in any additional roles as determined by the Vice Dean for Medical Education to further support the Office of Student Affairs and Admissions.

## Opportunities and Expectations for Leadership



Reporting to the Vice Dean for Medical Education and Department Chair, and working in close partnership with the college's senior leadership, the Associate Dean for Student Affairs and Admissions will provide strategic direction and day-to-day leadership for an integrated portfolio that supports medical students across the full student lifecycle, from recruitment and admissions through progression, milestone events, match preparation, and graduation. In a highly visible role, the Associate Dean will serve as a trusted advocate for students, a steady leader for a high-performing team, and a collaborative partner across the College and University.

In addition, the Associate Dean will be expected to:

- **Elevate the Office of Student Affairs (OSA) visibility and brand**

The next Associate Dean will enhance OSA's role as the central hub for student support, guidance, and connection, strengthening awareness so students and colleagues consistently know where to go for resources, advising, and programming. Florida Atlantic University has navigated multiple leadership transitions over recent years, now with consistent and permanent leadership, positioned for continued growth and innovation. The Associate Dean will nurture a cohesive, student-centered operating model that strengthens trust and supports a holistic student experience. This is a front facing role where the Associate Dean will be a consistent "face" for students, attending and emceeding key events, engaging student leaders regularly, and ensuring student experiences, feedback, and outcomes shape priorities and programming.

- **Lead with a student-first lens while ensuring accountability and safety**

This role will be central in both advancing student success and navigating the most complex and sensitive aspects of the student experience. The Associate Dean will be expected to center student voice and student needs in decision-making, programming, and policy while balancing advocacy with fairness, professionalism, and institutional policies. The next Associate Dean will bring genuine enthusiasm for students with an ability to handle difficult circumstances with steadiness and discretion, including student progression and advancement, care coordination, and partnering with other campus resources such as student accessibility services, student health, and legal counsel as needed. The ideal candidate will have a demonstrated working knowledge of compliance-related support, including ADA-related processes and complex case management, ensuring students receive appropriate resources aligned with institutional policies and state/federal regulations. With anticipated enrollment growth, OSA has an opportunity to expand and evolve its support model to meet increasing student needs while maintaining a high-touch, student-centered experience.

- **Integrate student affairs initiatives into the curriculum for a seamless student experience**

Because student affairs initiatives are most impactful when they reinforce what students are learning and experiencing in the program, the Associate Dean will be expected to work in close partnership with the medical education team to intentionally embed student affairs programming into the curriculum and its key transition points. This leader will develop strong fluency in the structure, expectations, and rhythms of the curriculum so student-facing events, communications, and developmental programming are thoughtfully sequenced and clearly connected to students' academic and clinical progression. In collaboration with medical education leaders and faculty, the Associate Dean will align orientation, transition milestones, professional development offerings, and targeted support interventions with curricular goals, ensuring that student affairs initiatives are not "add-ons," but integrated, timely, and meaningful components of the overall educational experience.

- **Lead, support, and develop an exceptional team**

The Associate Dean will join a strong and highly engaged team that cares deeply about students. As an established leader and manager, the Associate Dean will create conditions that allow the team to thrive by recognizing and valuing the expertise of the staff while modeling proactive, student-centered developmental and co-curricular practices. They will prioritize the ongoing professional development of staff, support skill-building, mentoring, and career growth while recognizing, developing, and retaining strong talent through thoughtful role design, advancement opportunities, and succession planning where appropriate. In doing so, the Associate Dean will maintain clarity in responsibilities and workflows so the team can operate with shared purpose, consistent standards, and sustainable capacity.

- **Collaborate with institutional partners and represent the college externally**

The Associate Dean will establish strong institutional partnerships that enhance the student experience while ensuring student-facing initiatives are coordinated, compliant, and aligned with University and College expectations. This includes establishing an effective working relationship with Student Accessibility Services, Office of General Counsel, and other key offices as appropriate to support complex student matters, requiring policy interpretation and compliance. The Associate Dean will have a prominent presence both within and beyond the College of Medicine, particularly in spaces where donors, alumni, and partners engage directly with students and student-focused programming. In this capacity, the Associate Dean will cultivate authentic relationships with external supporters, communicate the value and impact of student affairs and admissions initiatives, and help steward philanthropic engagement that directly advances student programs and scholarship support. By maintaining clear communication channels and trusted partnerships internally and externally, the Associate Dean will elevate a student experience that reflects the College's mission and outcomes.

- **Strengthen LCME readiness and ensure continuous compliance ahead of the next review**

With the next LCME accreditation review anticipated in two years, the Associate Dean will play a central role in ensuring the student affairs and admissions portfolio is fully prepared, consistently documented, and aligned with accreditation expectations. This leader will partner closely with the medical education team and other stakeholders to support LCME-related planning, student-facing programming, and continuous quality improvement, ensuring required initiatives are meaningful for students while also strengthening key metrics, policies, and processes that demonstrate a cohesive, compliant, and well-supported student experience.

- **Engage nationally and leverage knowledge to advance the college**

The College is seeking a leader who will contribute to and learn from the broader medical education community. The Associate Dean will be expected to actively participate in the Association of American Medical Colleges (AAMC) and related professional networks, attending meetings consistently and ideally pursuing leadership involvement over time. They will create opportunities for students to participate nationally, helping to broaden professional exposure, strengthen leadership development, and amplify Florida Atlantic's presence.

## Professional Qualifications and Personal Qualities

The ideal candidate will have the following professional qualifications and personal characteristics:

- M.D. or D.O. degree from an accredited institution and the credentials that merit appointment at the rank of associate or full professor are required.
- A Florida medical license or eligibility for Florida licensure is preferred. Board eligibility or certification is also preferred. At least 5 years of experience in undergraduate medical school education required.
- At least 5 years of experience in medical student affairs and medical student recruitment preferred.
- Familiarity with state and federal regulations pertaining to management of student records and the maintenance of student rights, privacy, and safety (e.g., Family Educational Rights and Privacy Act (FERPA), Americans with Disabilities Act, Title IX, Campus Safety & Security Act, etc.).
- Sensitive, diplomatic, and highly articulate written and verbal communication skills.
- Demonstrated ability to build and sustain positive working relationships and collaborations with students, staff, faculty, and other internal and external constituencies.
- Knowledge of best practices and current national trends in medical and professional student success models.
- Skills in developing and managing complex budgets.

## About Florida Atlantic University Schmidt College of Medicine

### Overview



The Florida Atlantic University Schmidt College of Medicine has pioneered a bold, cutting-edge approach to medical education through a curriculum that promotes active small-group learning, clinical reasoning, problem-solving, and teamwork to develop humanistic, collaborative, and highly skilled future physicians. The College was established in 2010, becoming North America's 134th allopathic medical school. In 2020, the College of Medicine received continued accreditation status

from the Liaison Committee on Medical Education (LCME) for the maximum available term of eight years. To address the critical shortage of healthcare professionals, over the past two years, the College has expanded its class size by 25%, accommodating 80 students, and intends to continue this expansion to 100+.

To further FAU's commitment to promote retention of physicians in Florida, the College of Medicine became an accredited sponsor of graduate medical education programs in 2014. Ten residency and fellowship programs comprising 160 accredited positions were launched between 2014 and 2024.

In 2019, the College established Florida Atlantic Medical Group (previously called FAU Medicine), a university operated primary care facility. Today, Florida Atlantic Medical Group serves as an umbrella for the College's growing clinical practices, which currently include: (1) Florida Atlantic Primary Care, a faculty practice that provides personalized patient care while integrating patient-centered discovery and education; and (2) Integrative Health Practice, a faculty practice supported by the Marcus Foundation to provide integrative health and wellness programming. Additionally, there are two resident clinics which are resident-directed primary care practices providing care for underserved patients in community-based settings, at Baptist Health Boca Raton Regional Hospital and Bethesda Community Health Center located at Baptist Health Bethesda Health East. The College also collaborates with Caridad and Mission Medical Center, as well as several service organizations, to provide health care and related services to underserved populations in the surrounding community.

In the 2025-2026 *US News & World Report's* Best Medical Schools rankings, the College was Tier 3 in Best Medical Schools: Research, Tier 3 in Best Medical Schools: Primary Care, 20<sup>th</sup> in Most Graduates Practicing in Health Professional Shortage Areas, and #139 in Most Graduates Practicing in Primary Care (tie).

The College's current strategic plan can be found at <http://med.fau.edu/strategicplan/index.php>.

The mission of the Schmidt College of Medicine is to advance the health and well-being of its broader community by training future generations of humanistic clinicians and scientists and translating discovery to patient-centered care.

As an integrated learning organization that fosters high-quality, humanistic, and patient-centered care, the College delivers high-touch, high-tech education to students and residents and collaborates on high-impact, interdisciplinary research with leading experts in the field. The College of Medicine is dedicated to integrating discovery with health care and education to contribute to the vitality of our immediate communities, improve the health and well-being of people and populations, and transform community-based health care.

The Schmidt College of Medicine achieves excellence in advancing patient care, research, and training health care leaders of the future with:

- Courage and Passion
- Integrity, Respect, and Inclusivity
- Collaboration and Partnership
- Leadership, Dynamism, and Accountability

Strategic priorities that enable college growth include: (i) Providing regional leadership as the primary academic medical institution, (ii) fostering community relationships and healthcare partners, and (iii) creatively seeking resources from a variety of sources and maximizing potential collaborations with Florida Atlantic Colleges and Institutes, as well as local and regional partners.

The College has seven departments: [Biomedical Science](#), [Clinical Neurosciences](#), [Emergency Medicine](#), [Medicine](#), Population Health, [Surgery](#), and [Women's and Children's Health](#). Each department has University-based faculty, as well as affiliate or volunteer faculty, who are based at hospitals and other institutions in the region.

The College offers students a variety of education degree programs and certificates:

- [M.D. Program](#)

- [M.D./Ph.D. Dual Degree Program](#)
- [M.D./M.B.A. Dual Degree](#)
- [M.D./M.H.A. Dual Degree](#)
- [MS Program in Biomedical Science](#)
- [Ph.D. Program in Biomedical Science](#)
- [Graduate Certificate in Genomics and Predictive Health](#)
- [Bachelor's/M.D. Dual Degree Programs](#)
- [FAU High School M.D. Direct Program](#)

The physicians and scientists at the Schmidt College of Medicine strive to develop innovative approaches to understand, treat, and prevent disease in Palm Beach and Broward counties, the State of Florida, the nation, and throughout the world. Using collaborative and multidisciplinary approaches, the College seeks to understand basic biological mechanisms and population and social medicine factors and cultivate new strategies to combat disease through patient-centered research and discovery. Areas of research emphasis span several active research programs.

Research at the Schmidt College of Medicine is recognized through significant funding from the National Institutes of Health (NIH), the Department of Defense (DOD), and other funding agencies. In addition, College of Medicine faculty have leading roles in two university-wide multidisciplinary research institutes, namely [the Stiles-Nicholson Brain Institute](#) and the [Institute for Human Health and Disease Intervention](#) (I-Health). Stiles-Nicholson research focuses on the mechanisms that govern brain development, function, and plasticity, which yield insights into major neurological and mental illnesses. I-Health research focuses on human health and dementia, infectious diseases, cancer, and genetics. The College currently has more than 15,000 square feet of dedicated laboratory space and a wide array of state-of-the-art equipment generously supported by the Schmidt Family Endowment Fund and State University Excellence Funds.

College faculty and students also benefit from affiliations with prestigious local research institutions such as the Max Planck Institute for Neuroscience. These relationships not only further collaborative research at the College but also provide exciting and varied opportunities for students to work with world-class scientists.

### **GME Consortium**

The [FAU Consortium for Graduate Medical Education](#) is a partnership between the Schmidt College of Medicine, Baptist Health Boca Raton Regional Hospital, Baptist Health Bethesda Hospital East, and several hospitals of the Tenet Healthcare system, including the Delray Medical Center, St. Mary's Medical Center, and West Boca Medical Center. With a strong commitment to train the next generation of healthcare providers, the Consortium supports a growing number of graduate medical education programs. The combination of the great diversity of patients in the region and the wide areas of expertise within the Consortium provides a unique richness of opportunity and ensures high-quality medical education and care for the future of South Florida. Current residencies include Emergency Medicine, Internal Medicine, Neurology, Psychiatry, and Surgery. Fellowship programs include Cardiovascular Disease, Geriatric Medicine, Hospice & Palliative Care, Pulmonary Critical Care, and Vascular Surgery.

### **Office of Student Affairs**

The Office of Student Affairs is the point of contact for assistance in many areas, including academic and personal counseling, representing the institution and the medical profession to medical students, and implementing institutional policies and procedures. The philosophy revolves around creating a compassionate and caring atmosphere where students feel most comfortable.

Additional links related to student affairs:

- [Student Life](#)
- [Student Events](#)
- [Student Resources](#)
- [Student Advising and Mentoring](#)
- [Faculty Mentoring](#)
- [Financial Aid](#)

## About Florida Atlantic University



Florida Atlantic University, established in 1961, officially opened its doors in 1964 as the fifth public University in Florida. Today, the University offers more than 170-degree programs.

Florida Atlantic is an energetic and fast-growing institution determined to propel itself to the forefront of innovation and scholarship. Florida Atlantic is classified as a "High Research Activity University" by the Carnegie Foundation for the Advancement of Teaching, and it is well on its way to reaching its goal of building a \$100 million research enterprise. The University has an annual economic impact of \$6.3 billion.

Florida Atlantic's mission is to promote academic and personal development, discovery, and lifelong learning through excellence and innovation in teaching, outstanding research and creative activities, public engagement, and distinctive scientific and cultural alliances, all within an environment that fosters inclusiveness.

Florida Atlantic aspires to be recognized as a university of first choice for excellent and accessible undergraduate and graduate education, distinguished for the quality of its programs across multiple campuses, emulated for its collaborations with regional partners, and internationally acclaimed for its contributions to creativity and research.

The current strategic plan of Florida Atlantic can be found at <https://www.fau.edu/provost/academic-affairs/strategic-plan.php>.

The largest campus of Florida Atlantic is in Boca Raton, which is halfway between West Palm Beach and Fort Lauderdale. The majority of the degree programs are offered at the Boca Raton campus, and more than 70 percent of the students take classes there. The campus is also home to Division I athletics programs. Located less than three miles from the Atlantic Ocean and the beautiful beaches of Boca Raton, the campus features everything one would expect from a modern university – suite-style housing for more than 4,500 students, brand-new athletics and recreational facilities, art galleries, theaters and so much more all in a vibrant, tropical setting with a student body that is the most diverse among Florida's public universities.

The Jupiter Campus presently enrolls 1,500 students and offers groundbreaking programs in research and education. Two of the world's leading research organizations, the Max Planck Florida Institute for Neuroscience and The Herbert Wertheim UF Scripps Institute for Biomedical Innovation & Technology, are located on the campus and offer high school, undergraduate, and graduate students transformational experiences not found

anywhere else in the world. The campus is home to the nationally ranked Harriet L. Wilkes Honors College, which provides 510 students with a live-in, all-honors educational experience, and the Osher Lifelong Learning Institute, the largest membership program of its kind in the nation. More than 5,000 students take classes at the Davie campus, the second-largest campus. The campus features more than 300,000 square feet of labs, classrooms, offices, and a library. The campus is home to the Florida Center for Environmental Studies, which leads the University's Everglades research and restoration efforts. The northernmost campus is in Fort Pierce, home to the Harbor Branch Oceanographic Institute (HBOI). HBOI is dedicated to exploring the world's oceans and integrating the science and technology of the sea with the needs of humankind. As a base of operations for a host of ocean science research programs – such as coral reef and estuary studies, marine mammal rescue and rehabilitation, the Semester By The Sea Program – undergraduate students, graduate students, and faculty find HBOI's high-tech facilities and dynamic environment perfect for their academic pursuits in ocean sciences. The Fort Lauderdale campus is in downtown Fort Lauderdale, one of the region's most vibrant downtown areas. The Fort Lauderdale campus provides a “real-life” urban laboratory for students pursuing an accredited degree in architecture. The campus is also home to MetroLAB, a collaborative space for engagement with the community. The Dania Beach campus, Florida Atlantic's southernmost location, is home to the Institute for Ocean and Systems Engineering, also known as SeaTech. This waterfront research and education facility complements the academic programs of the Department of Ocean and Mechanical Engineering, which is home to one of the nation's first ocean engineering programs.

The University has earned national recognition for student outcomes, has achieved the designation as a Hispanic-Serving Institution, and is proudly ranked as the most diverse public University in Florida. At Florida Atlantic, Pell-eligible students, first-generation students, African American students, and Hispanic students all outpace the University's overall retention and graduation rates, which is an important accomplishment that narrows the historical achievement gap between minority and nonminority students.

Across six campuses, the Florida Atlantic [distinguished Colleges](#) offer [degree programs](#) in fields that span the arts and humanities, the sciences, medicine, nursing, accounting, business, education, public administration, social work, architecture, engineering, computer science, and more.

- [Dorothy F. Schmidt College of Arts and Letters](#)
- [College of Business](#)
- [College of Social Work and Criminal Justice](#)
- [College of Education](#)
- [College of Engineering and Computer Science](#)
- [Graduate College](#)
- [Harriet L. Wilkes Honors College](#)
- [Charles E. Schmidt College of Medicine](#)
- [Christine E. Lynn College of Nursing](#)
- [Charles E. Schmidt College of Science](#)

## Institutional Governance

Florida Atlantic is governed by a 13-member board of trustees, six of whom are appointed by the governor, five by the Board of Governors, plus the student body president and the president of the University Faculty Senate. The gubernatorial and Board of Governors appointees must be confirmed by the Florida Senate.

The trustees are responsible for cost-effective policy decisions appropriate to the University's mission, implementation and maintenance of high-quality education programs, performance assessment, information dissemination, and input regarding state policy, budgeting, and education standards.

## Leadership

### Lewis S. Nelson, M.D., M.B.A., Dean and Chief of Health Affairs



Lewis S. Nelson, M.D., M.B.A., is the Dean and Chief of Health Affairs at the Charles E. Schmidt College of Medicine. A nationally recognized leader in academic emergency medicine, medical toxicology, and addiction medicine, Dr. Nelson brings over three decades of experience in medical education, clinical care, and academic leadership to FAU.

Prior to joining FAU in 2025, Dr. Nelson served as Professor and founding Chair of Emergency Medicine at Rutgers New Jersey Medical School, where he also held the position of Chief of Service for the Emergency Department at University Hospital of Newark. His leadership drove remarkable growth: expanding the residency program, doubling the faculty size, establishing five fellowship programs, and increasing clinical revenue while maintaining a strong focus on educational excellence and research productivity. He also served as Chief of the Division of Medical Toxicology and Addiction Medicine, developing innovative approaches to the clinical management of poisoning and overdose and addressing complex substance use challenges.

Dr. Nelson has served as President of the Association of Academic Chairs in Emergency Medicine, held positions on the Board of Directors for the American Board of Emergency Medicine, the Society for Academic Emergency Medicine, and the Accreditation Council for Continuing Medical Education, and led the American College of Medical Toxicology as President. His work with numerous professional organizations and governmental agencies has shaped medical education, health policy, and clinical practice nationally.

Looking forward, Dr. Nelson's vision for the Schmidt College of Medicine focuses on three key areas: expanding research capabilities, advancing clinical excellence through strategic partnerships, and fostering innovation in medical education. This vision, coupled with his commitment to collaborative leadership and community engagement, aligns with FAU's improve health outcomes in South Florida and beyond.

A distinguished scholar, Dr. Nelson has authored over 300 peer-reviewed publications and serves as lead editor of Goldfrank's Toxicologic Emergencies, the definitive text in medical toxicology. His research interests span emergency medicine, medical toxicology, and addiction medicine, with particular focus on opioid use and alcohol withdrawal, patient safety, and public health and health policy challenges.

### Jennifer Caceres, M.D., F.A.C.P., Vice Dean for Medical Education



Jennifer Caceres, M.D., F.A.C.P. is Vice Dean for Medical Education and Professor of Medicine at the Charles E. Schmidt College of Medicine at Florida Atlantic University. Prior to beginning her career in academic medicine, Dr. Caceres developed a successful clinical practice in Palm Beach County. In 2008, she joined the University of Miami Miller School of Medicine Regional Campus, where she had an integral leadership role in building the Internal Medicine Residency Program as Associate Program Director and Medical Director for Quality and Patient Safety.

Since joining FAU in 2014, Dr. Caceres has developed and implemented key career advising programs that have supported medical students in successful match outcomes and longitudinal mentoring and coaching programs for professional and personal development for future physicians. She has also designed and developed crucial components to a holistic admissions process, presenting her work nationally. In addition, Dr. Caceres has worked collaboratively with other FAU colleges to develop pathway programs and dual degree programs.

Dr. Caceres is a nationally recognized leader in Medical Student Affairs and continuously advocates for the success of medical students in an evolving landscape. She currently serves on the Association of American

Medical Colleges (AAMC) Committee on Student Affairs, which provides guidance on issues related to student support and services, including career advising, health and well-being of medical students, ethical and professional development of students, academic support and resources, and the preparation of students for the transition from medical school to residency. She has previously served on the AAMC National Group on Student Affairs Steering Committee and was Chair of the AAMC Southern Group on Student Affairs. She also served as the Southern Region Representative for the AAMC National Committee on Student Affairs Medical Student Wellbeing Work Group.

Dr. Caceres' scholarly work has focused on Quality Improvement and Patient Safety. She has been involved in many system innovation and quality improvement initiatives, including the College's Safe Transitions for At-Risk Patients: The STAR Program, which aimed to address potentially preventable hospital readmissions among older adults at high risk for complications during transitions between care settings. She has also developed several educational and curricular innovations in this area including a longitudinal quality improvement and patient safety curriculum for post-graduate training in internal medicine residency. She has mentored innumerable medical students and residents in scholarly pursuit including peer-reviewed publications and presentations at regional and national conferences. She has also mentored many faculty and staff in professional development, leadership skills, and scholarly activities. She also participates in community service and engages with the local community in active and healthy lifestyle practices having served as the founder and director of the Run for the Health of It, a 5K charitable event that was held in Palm Beach County.



## Boca Raton, Florida



Located in the heart of Palm Beach County, the city of Boca Raton and surrounding areas provide the best of everything - schools, beautiful beaches, pristine surroundings, indoor and outdoor recreation, restaurants, theaters, entertainment, shopping, and much more. Boca Raton also offers a diverse selection of communities and activities. [Click here](#) to discover the very best the Palm Beaches have to offer and the ideal way to experience Florida. To learn more about the vast array of amenities, businesses, programs, and services in the county, visit the [Business Development Board of Palm Beach County](#).

Palm Beach County is nationally recognized for excellence in education and has been an “A” county since 2006. Boca Raton boasts a wide variety of public, private, and charter schools with small class sizes and cutting-edge technology that promote an above-average success rate for students. In addition to strong academics, Boca Raton schools provide a multitude of extracurricular activities and sports programs. For additional information and reviews on the schools in the Boca Raton area, visit [GreatSchools.org](#).

## Procedure for Candidacy

Applications can be submitted through the [WittKieffer Candidate Portal](#). Applicants should submit, as separate documents, a CV or résumé and a letter of interest that addresses the themes outlined in this profile. WittKieffer is assisting Florida Atlantic University in this search. For full consideration, candidate materials should be received by July 8, 2026.

Please note candidates must meet the minimum qualifications including an M.D. or D.O. degree from an accredited institution with the credentials that merit appointment at the rank of associate or full professor.

This search is being led by the WittKieffer team of Jen Meyers Pickard, Ph.D., Corin Edwards, and Bronwen Bares Pelaez, Ph.D. Nominations and inquiries may be directed to Corin Edwards at [cedwards@wittkieffer.com](mailto:cedwards@wittkieffer.com) and Bronwen Bares Pelaez at [bbarespelaez@wittkieffer.com](mailto:bbarespelaez@wittkieffer.com).

*Florida Atlantic University is an equal access/equal opportunity employer that complies with all applicable federal and state laws regarding nondiscrimination.*