

# Administrative Fellowship Overview

## Join the Rush Team for a Challenging Postgraduate Experience

Nationally ranked clinical services, an elite nursing program, an information technology department listed among the country's 100 "Most Wired." These are just a few of the reasons why Rush University Medical Center is a leader among U.S. academic medical centers. With a major campus transformation project under way—involving multimillion-dollar investments in facilities and IT—Rush is redefining the meaning of first-rate patient- and family-centered care. Through its Administrative Fellowship Program, Rush offers exceptional professionals at the beginning of their careers the opportunity to be part of this exciting environment.

## About the Program

The Administrative Fellowship Program is a 12-month, project-based program sponsored by the President and COO, Peter W. Butler. Fellows are encouraged—in consultation with a mentor—to seek out projects that match their interests and the needs of the medical center. While there are no prescribed rotations, administrative fellows will work alongside seasoned professionals in many areas, including finance, hospital operations, information systems, physician practice management, service line administration, strategic planning, marketing, quality improvement, human resources, facilities planning, research and education.

The Administrative Fellowship Program is a challenging and rewarding experience. Working at Rush University Medical Center will provide a unique perspective on the collaborative interaction between the clinical delivery, education and research enterprises in a nationally recognized academic medical center. The fellowship is an interactive experience that will contribute to fellows' skill development as well as their understanding of the health care delivery system. Fellows will conclude their experience at Rush with marketable health care management skills.

## Eligibility Requirements

Rush is looking for candidates with initiative and commitment to health care delivery and leadership who embody the Rush values: innovation, collaboration, accountability, respect and excellence. Qualified applicants will have an MHA, MS, MHSA, MPH, MBA degree with a health care concentration or have completed similar coursework. All programs must be accredited by the Commission on Accreditation of Healthcare Management Education (CAHME).

## To apply, please submit the following materials in one envelope postmarked by **October 1, 2011**:

- Cover letter
- Personal statement (one to two pages)
- Three letters of recommendation
  - At least one from faculty at current academic program and one from a professional contact are required
- Current resume or curriculum vitae
- Official transcript of undergraduate and graduate coursework
- Application Checklist

Mail to: Peter Butler, President and Chief Operating Officer  
Rush University Medical Center  
1725 W. Harrison Street, Suite 364  
Chicago, IL 60612

To learn more, visit us online at [www.rush.edu/adminfellowship](http://www.rush.edu/adminfellowship)  
For additional questions, please contact [administrative\\_fellowship@rush.edu](mailto:administrative_fellowship@rush.edu)

