



Novant Health Administrative Fellowships: Greater Charlotte Market System Level

Application Process

Qualified applicants should apply via the NAFCAS portal by October 3, 2016.

**If there are circumstances that do now allow the applicant to use the NAFCAS portal, please contact one of the current fellows.*

The following application material is required:

- Cover Letter (Addressed to “Administrative Fellowship Selection Committee”)
- Resume
- Official Graduate Transcript
- Personal Statement: Please describe your short and long-term goals and how the Novant Health Administrative Fellowship will help you to accomplish those goals. Additionally, at the top of your personal statement, please indicate if you are applying for the Greater Charlotte Market Fellowship based in Charlotte, NC, the System Level fellowship based in Winston-Salem, NC or both. If you are applying to both, please numerically rank your interest in the two fellowships (1 or 2). (Two pages, double-spaced)
- Three Letters of Recommendation (one academic and one professional)

August 24, 2016



Dear Prospective Fellow,

Novant Health is proud to offer three administrative fellowships for Master of Healthcare Administration and Master of Business Administration students who have completed the didactic portion of their graduate course work during the 2016-2017 academic year. Students in academic programs requiring fellowship experience as part of third-year curriculum are also welcome to apply. The administrative fellowships are one-year positions. Available administrative fellowship positions include:

- Novant Health Greater Charlotte Market Administrative Fellowship (2)
- Novant Health System Level Administrative Fellowship (1)

Novant Health Greater Charlotte Market Administrative Fellowship

The Greater Charlotte Market Administrative Fellowship is a one-year position focused on operations and system knowledge. The program is designed to provide exposure to fellows through rotations, projects, and time with leadership in the organization. The fellowship will include rotations through major service lines at the hospital, Novant Medical Group, as well as rotations at our community hospitals in the markets. Projects will be based on organizational need and the fellows' interests. The Novant Health Greater Charlotte Market Administrative Fellows will be based out of Charlotte, NC.

Novant Health System Level Administrative Fellowship

The System Level Administrative Fellowship is a one-year position focused on healthcare operations and corporate administration. The program is designed to provide the fellow with exposure to a broad range of environments across the Novant Health system. Through rotations, projects, and time with organizational leadership, the fellow will gain exposure to hospital functions, clinic functions, and system level initiatives. Projects will be based on organizational need and the fellow's interest. The Novant Health System Level Administrative Fellowship will be based out of Winston-Salem, NC.

Novant Health is a not-for-profit integrated health system of 14 medical centers and a medical group consisting of 1,366 physicians in 485 clinic locations, as well as numerous outpatient surgery centers, medical plazas, rehabilitation programs, diagnostic imaging centers and community health outreach programs. Novant Health's 23,000+ employees and physician partners care for patients and communities in North Carolina, Virginia, South Carolina and Georgia.

Recruitment Timeline:

October 3: Application Deadline

October 10-13: Phone Interviews

October 25: On-site Interview for System Level Administrative Fellowship (Winston-Salem, NC)

October 26: On-site Interview for Greater Charlotte Market Administrative Fellowship (Charlotte, NC)

November 14: Offers Extended



If you have any questions regarding the application process, please contact one of the current administrative fellows:

Candace Gaillard (Greater Charlotte Market): cegaillard@novanthealth.org

Stephen Graves (Greater Charlotte Market): sggraves@novanthealth.org

Scharlene Powell (System Level): s.powell@novanthealth.org

Thank you for your interest in the Administrative Fellowships at Novant Health. We look forward to hearing from you.

Making healthcare remarkable
NovantHealth.org