



Academic Dental Careers Fellowship Program

How schools meet the Program Objectives

Each dental institution elects a coordinator or "Liaison." Depending on the size of the program, some schools elect multiple Liaisons.

Each dental institution should recruit Faculty/Student mentor pairs to begin the program, typically in May/June.

In a collaborative effort, the ADCFP Liaison and Faculty Mentors provide a positive and engaging experience for Student Fellows while simultaneously creating a "hub" for all students interested in pursuing academic dental careers.

The Role of ADCFP Faculty Liaison

Serve as the primary contact with ADEA: convey issues that arise or programming that would be beneficial.

Serve as an ambassador of the program objectives to institutional members.

The Liaison is **not** a manager of the Faculty-Student mentorships.

To participate in the ADCFP, the Faculty Liaison or a Faculty member must attend mandatory training, typically held during the ADEA Annual Session. The training is not open to students.

ADCFP Liaison Responsibilities

Email informational ADCFP PowerPoints to all faculty and students (provided by ADEA).

Arrange 1-2 meetings to answer questions from interested participants.

Inform ADEA of the student-mentor teams for the program year.

The Role of the Faculty Mentor

Co-create Action Plan with Fellow.

Meet with Fellow bimonthly: in person (preferably) or virtually.

Provide Fellow mentorship and logistical assistance with teaching/ research projects.

Manage Fellow's progress in the program and provide feedback to Fellow on projects.

ADEA recommends that Faculty Mentors are:

At the institution, at least one day per week and have time, at minimum, every other week, to meet with the Student Fellow.

Teaching a lecture-based didactic or clinical course,

or

Conducting clinical, educational or biomedical research.

The Student Fellow Responsibilities

Can be any D1-D4 student in pre-doctoral dentistry, allied dental students at a dental institution, and advanced education students interested in learning about academic careers in dentistry such as teaching or research.

Typically, ADCFP activity takes place from May-December, and then students work on their Final Projects from January until the March ADEA Annual Session.

Students should identify their research interest in either a Teaching Track (Educational/Clinical Research) or Biomedical/Basic Science Research Track.

Each institution can create their own application or utilize the ADEA application.

The application can be informative or competitive.

ADCFP Student Fellow Guide

The following components have been used in past programming.

Fellow and faculty Mentor pairs can design their own unique experience utilizing the following program components, choose some parts, or design their own projects.

ADCFP Program Components

We recommend **at a minimum** that each Student Fellow:

Meet with their faculty mentor twice monthly

Complete their *Action Plan* by May/June (Note: some schools complete the action plans in August/September)

Schedules and holds Bi-monthly collaboration with their Faculty Mentor*

*(most important aspect of the program)

Complete Career Reflection Essays (2)-at beginning and at the conclusion

Conduct Faculty/administrator interviews (sample questions provided)

Choose a Teaching or Research practicum

Prepare and Present a Poster presentation

Complete an ADCFP Final Portfolio

Samples of these materials will be shared during the mandatory Faculty Liaison training.

Frequently Asked Questions

What is the application process for students to become an ADEA ADCFP Fellow? Is it wholly within the school, or is an application to ADEA needed as well?

The application process is wholly within the school and is strongly recommended as it helps to screen out students who are not fully committed to the program.

Is there a limit from ADEA's perspective as to the total number of Fellows who participate in any given year?

No, there is no limit.

Is there a requirement for each Fellow to attend the ADEA annual meeting/s, or is attendance optional yet highly recommended?

ADEA does not require attendance at the annual session. It is only recommended. For students, it is probably best that they attend at the end of the program when they have an opportunity to participate in the ADCFP poster session and talk about their project.

Note: ADEA does require new Faculty Liaisons to go to ADCFP training at the annual session (students are not permitted to attend this training session.)

Is there any funding/support offered by ADEA for students traveling to present their work?

ADEA does not provide funding. Funding the students is the responsibility of the schools or students.

Do I need to formally be trained and sign anything with ADEA?

ADEA does not require that Liaisons sign anything, but there is mandatory training for new Liaisons, usually during the annual session.

If the Liaison cannot attend, they should send another Faculty member in their place. After the training ADEA staff will ask for schools to confirm their institution's participation for the program year.

Throughout the year, staff will email the Liaisons to request information about the Faculty Mentors and Student Fellows participating in the program, and to ask Liaisons to forward information to your students.