



BRONSON

Battle Creek

Administrative Fellowship Program



About Bronson Battle Creek:

Bronson Battle Creek is a multi-campus health care provider serving about 250,000 people in southwest Michigan. Bronson Battle Creek was created through a partnership with Bronson and BCHS Community Partners. Bronson Battle Creek has been rated among the top hospitals nationally for patient safety, and includes:

- Full service Outpatient Center and Inpatient Acute Care Center including surgery, diagnostics, and rehabilitation services; 100% all private rooms.
- Recently expanded Cancer Care Center--nationally recognized by the Commission on Cancer of the American College of Surgeons as a Community Hospital Comprehensive Cancer program with 'commendation.'
- State-of-the-art computer system including physician order entry, online patient documentation, electronic health records, and adverse drug event alerts—for six years recognized as a 'most wired' hospital
- Nationally recognized Orthopedic Renewal Center
- daVinci® 'S' with HD™ robotic surgical system
- One of west Michigan's largest accredited sleep medicine centers
- Wound Healing Center with hyperbaric oxygen therapy
- Full service Emergency Department (25 exam rooms including trauma, isolation, internal and external decontamination)
- Lifespan—comprehensive home health care, hospice, hospice residence, and durable medical equipment
- HelpNet, (among the state's largest Employee Assistance Programs)
- Fieldstone Center (Behavioral Health Hospital)
- Medical Office Building housing 30 physicians

Number of physicians: more than 225

Number of employees: approximately 1,400

Number of licensed beds: 218 (includes 39 beds in Fieldstone behavioral health hospital)

Number of outpatient procedures annually: 130,000+

Number of emergency department visits annually: 45,000+

For the past eight years, Bronson Battle Creek has been designated one of 'Michigan's 101 Best and Brightest Companies to Work For' by the Michigan Business & Professional Association.



Administrative Fellowship Program

Bronson Battle Creek's Fellowship Program aims to provide postgraduate individuals interested in a career in health care administrative with essential hospital management and administration training.

Fellowship Program Structure:

- Program tailored to the fellow's interests and Bronson Battle Creek's needs
- Potential post-fellowship opportunities for long-term employment
- Ample and varied opportunity to interact with senior management
- 12 Month Comprehensive program
- Fellowships begin between May and July of 2012

Why should you consider applying to the Administrative Fellowship Program?

- You will gain valuable knowledge of organizational dynamics, gained from working with managers at various levels of the health care organization.
- You will get an opportunity to obtain an applied foundation in financial management, practice management, human resources administration, and facility and strategic planning

Bronson Battle Creek Administrative Fellowship

- You will gain an appreciation for the common values shared by all health care professionals at Bronson Battle Creek
- You will gain a progressive experience directed towards preparing fellows for administrative leadership positions.

Benefits

- Competitive Salary
- Health and Dental Coverage
- Short-term and Long-term Disability Coverage
- Paid Time-off Program plus Paid Holidays
- Employee and Dependent Life Insurance
- Flexible Spending Accounts
- Cash Balance Pension Plan

Application Process:

The following information should be submitted as a complete packet and postmarked no later than **November 25, 2011** to:

**Bronson Battle Creek
Administration: Attn. Kimberly Williams
300 North Avenue
Battle Creek, MI 49017**

- Official Graduate Academic Records
- Current Resume
- Two Letters of Recommendation (one from a faculty member if currently enrolled in a graduate degree program)
- Narrative statement of fellowship and career objectives. Include in your statement your answers to the following:
 1. What would you bring to Bronson Battle Creek to help us better live out our mission?
 2. How would the fellowship help you achieve your career goals?
- Email and telephone numbers where you can be reached in 2011.

Selection Criteria:

- Bronson Battle Creek seeks to attract candidates, especially those from underrepresented ethnic minority groups
- Perceived likelihood that the individual can be comfortable with and supportive of the philosophy and values of Bronson Battle Creek



- Academic performance in graduate school
- Perceived potential for leadership in the field
- Demonstrated commitment to community service
- Level of interest in multi-unit health care systems
- Communication skills (written and verbal)
- The ideal candidate will have recently completed their Master of Business Administration (MBA) or a Master of Healthcare Administration degree (MHA) or its equivalent from a graduate program accredited by the Commission on Accreditation of Healthcare Management Education

**For questions or more information
please contact:**

**Kimberly Williams *Administrative Fellow*
Email: Willikim@Trinity-Health.org
Phone: (269) 245-8545**

Bronson Battle Creek Administrative Fellowship