

# PALLA Leader-in-Residence Program

## Program Overview & Application Instructions

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### Program Overview

PALLA is proud to sponsor one full-time Maryland PA faculty member to attend the prestigious Harvard Macy Institute’s Virtual Program on Assessment and Evaluation: Systems Thinking in Health Professions Education. This immersive 5-day virtual course (April 6–10, 2026) equips educators with innovative strategies in assessment, evaluation, and curriculum design through a systems thinking lens. The selected Leader-in-Residence will receive full sponsorship and mentorship to implement a meaningful quality improvement initiative within their institution.

## Program Benefits

- Full registration funding for the virtual Harvard Macy program
- 12-month designation as a PALLA Leader-in-Residence
- Monthly coaching sessions with a PALLA mentor
- Support in implementation science and quality improvement
- Opportunity to present project outcomes and publish a white paper

## Application Instructions

### Step 1: Review Program Details

Ensure the program aligns with your professional goals and institutional capacity.

### Step 2: Secure Institutional Support

Discuss the opportunity with your program leadership. **A signed letter of institutional support is required (template provided) to initiate the application process.** Submit your letter of institutional support (see below) to Jamie King at [jking001@umaryland.edu](mailto:jking001@umaryland.edu) and a full PALLA application link will be provided.

### Step 3: Apply to the Harvard Macy Program

**Submit your application by December 31, 2025 via the Harvard Macy website:**

<https://learn.hms.harvard.edu/programs/assessment-and-evaluation-systems-thinking-health-professions-education>

#### **Harvard Macy Application Requirements:**

- Contact information and credentials
- Project proposal including:
  - Title and description
  - Context and anticipated impact
  - Outcomes and evaluation plan

*Note:* Notification of acceptance from Harvard within 8 weeks from of application.

You may apply to PALLA while awaiting Harvard Macy acceptance. Only one applicant will be selected for sponsorship. *Acceptance to Harvard Macy does not guarantee PALLA sponsorship.*

### Step 4: Apply to the PALLA Leader-in-Residence Program

Submit your application to PALLA, including:

- The same project proposal submitted to Harvard Macy
- A personal statement (max 500 words)
- A signed letter of institutional support (attached)

### Key Dates

#### **Application & Program:**

- PALLA Application Opens: October 1, 2025
- Application Deadline: December 31, 2025
- Course Dates: April 6–10, 2026
- Pre-course Session: March 25, 2026
- Post-course Session: May 13, 2026

### Leader-in-Residence Activities:

*(Two presentations and one white paper)*

- Presentation to Faculty Fellows: March, 2027 (Thursday 3-5pm)
- White paper (due prior to completion of Leader-in-Residence term)

**AND** *(one of the two presentations below)*

- Presentation at PALLA Research Hour: October, 2026 (at MdAPA conference)

**OR**

- Presentation at Symposium: March or April 2027

## Application Checklist

### **Preparation:**

- ✓ Review the PALLA Leader-in-Residence and Harvard Macy Program descriptions
- ✓ Discuss the opportunity with your institution and secure support

### **Materials Needed:**

- ✓ Prepare your project proposal including title, description, context, and outcomes
- ✓ Write a personal statement (max 500 words)
- ✓ Obtain a signed letter of institutional support (template provided)

### **Apply:**

- ✓ Apply to the Harvard Macy Program by December 31, 2025
- ✓ Apply to the PALLA Leader-in-Residence Program including all required materials.

*Note:* You may apply to PALLA's program while awaiting the Harvard Macy Application Decision

Letter of Institutional Support  
for the PALLA Leader-In-Residence Program

Date: \_\_\_\_\_

To the PALLA Leader-In-Residence Selection Committee,

In an effort to further promote PA faculty development and leadership, we are pleased to offer our full institutional support for \_\_\_\_\_ (*Applicant's Full name and Title/position*), in their application to the **PALLA Leader-in-Residence** and **Harvard Macy Institute Program: Assessment and Evaluation, Systems Thinking in Health Professions Education**, sponsored by the PA Leadership & Learning Academy (PALLA).

We recognize the value of this prestigious program in advancing systems thinking and quality improvement in PA education. \_\_\_\_\_ (*Applicant's Full Name*) participation aligns with our institutional commitment to educational excellence and leadership development, and we are committed to supporting their success throughout the program. It is our hope that they will bring back the skills learned that serve to further enhance the program through and beyond their outlined project proposal.

### Institutional Commitments

- **Protected Time:** Up to 2 hours per week for project implementation, monthly coaching sessions, and program deliverables, including:
  - Two presentations
  - One project write-up/white paper
  - Monthly coaching sessions with PALLA mentor who holds implementation science and quality improvement specialization (optional biweekly sessions)
- **Attendance Support:** Full release time for the virtual 5-day Harvard Macy Institute course (in addition, 1 pre- and 1 post-course session).
- **Project Resources:** Access to institutional resources necessary for successful project execution, as outlined in project proposal.
- **Project Sponsorship:** A designated sponsor from our institution will meet biweekly to monthly to support project implementation.

## PALLA Leader-in-Residence Deliverables

- **Presentations (2):**
  - One to the PALLA Faculty Fellowship cohort (March/April 2027, typically Thursdays 3–5pm)
  - One presentation at either the PALLA Research Hour (midpoint of project implementation) or Spring Symposium, 2027 (virtual)
- **Project Write-Up:**
  - A 1–3 page project summary or white paper detailing outcomes, lessons learned, and broader application to PA program leaders and educators, with institutional support for dissemination.

We believe \_\_\_\_\_ (Applicant's name) engagement in this program will enhance their professional growth and contribute meaningfully to our shared goals in PA education and leadership.

Please feel free to contact us with any questions.

Sincerely,

_____	Program Director's Name
_____	Program Director's Signature/Date
_____	Program/Institution's Name
_____	Email & Phone Number
_____	Dean's Name
_____	Dean's Signature/Date
_____	School/Institution's Name
_____	Email & Phone Number