2025-26 ASCO Leadership Development Program: Education Scholars
Request For Applications (RFA)

Thank you for your interest in the ASCO Leadership Development Program: Education Scholars.

ASCO is seeking members with a commitment to education who want the expertise and leadership skills needed to enhance the ASCO learning portfolio as well as medical education overall.

Participants in the year-long Leadership Development Program: Education Scholars will undergo learning science and leadership skills training to enhance ASCO's education offerings.

The application period for the 2025-26 ASCO Leadership Development Program: Education Scholars will open on September 1, 2024, and close on November 18, 2024.

Program Objectives/Purpose

Participants will:

- Undergo leadership skills and learning science training to enhance the effectiveness of ASCO's education.
- Develop expertise in evidence-based education and the design of educational activities.
- Apply effective teaching strategies to optimize learning.
- Serve as a leader and change agent in the field of medical education.
- Become part of a community of ASCO education scholars.

Additional Program Details

Each year, we limit the class size to 12 participants.

ASCO values class diversity and strongly encourages application submissions from all practice settings and oncology subspecialties.

Program Curriculum Outline

The Leadership Development Program: Education Scholars curriculum includes information related to the following:

- Design Thinking
- Mechanisms of Learning
- Instructional Methods
- Leadership skills

Program Format

This program requires a time commitment for travel and training. Participants will be required to attend and actively participate in 5 meetings that follow this sample schedule:

- Orientation: 2025 ASCO Annual Meeting in Chicago
- Session I: 3-day session at ASCO HQ, Summer 2025
- Session II: 3-day session in ASCO HQ, Winter 2025
- Session III: 3-day session in ASCO HQ, Spring 2026
- Graduation: Virtual session, Summer 2026

Participants are also required to participate in bi-weekly conference calls and complete course evaluations and alumni surveys.

Travel Information

ASCO reimburses participants for housing and travel costs related to attendance at Leadership Development Program: Education Scholars meetings and activities in accordance with ASCO's reimbursement policy, excluding the Annual Meeting.

Eligibility Criteria

The Leadership Development Program: Education Scholars Program Work Group reserves the right to evaluate and determine applicants' eligibility based on the information and justifications included in the application materials.

For the 2025-2026 Cohort, applicants must meet the following criteria:

- Be an ASCO member
- Be a physician (MD, DO, or international equivalent) working in any country
- Completed final subspecialty training prior to the start of the program

Compliance with Applicable Legal Requirements (Applies to Non-U.S. Institutions and Entities)

The ASCO Leadership Development Program: Education Scholars is subject to applicable financial and legal requirements, including but not limited to United States laws addressing foreign corrupt practices and economic and trade sanctions and embargoes (including but not limited to those administered by the Office of Foreign Assets Control of the U.S. Department of the Treasury). Notwithstanding any other provision in this Request for Applications, any acceptance to the program is contingent on ASCO's ability to transfer funds or provide reimbursement to the sponsoring institution and/or individual applicant(s) in compliance with all applicable legal requirements. ASCO will not accept applications from, and/or permit program participation by, certain foreign sponsoring institutions or individuals if ASCO is prohibited from doing so under U.S. sanctions laws, or if ASCO would be required to obtain a license from the Office of Foreign Assets Control or Department of Commerce for such program participation. If it is impossible or inadvisable for ASCO, in its sole and absolute discretion, to transfer funds or provide reimbursement to the sponsoring institution and/or individual(s) pursuant to applicable legal requirements, that individual will not be permitted to participate in the program. If, after acceptance in the program or payment or coverage of the first expense, it becomes impossible or inadvisable for ASCO, in its sole and absolute discretion, to transfer funds to the sponsoring institution and/or individual(s) pursuant to applicable legal requirements, then ASCO shall have no obligation to pay additional expenses or permit continued participation in the program. It is the responsibility of the sponsoring institution and the applicant to

provide ASCO with the information or lawful means that permit ASCO to transfer the funds in compliance with all legal requirements.

Among the resources available to evaluate compliance with requirements administered by the Office of Foreign Assets Control (OFAC) are:

- OFAC Homepage: http://www.treasury.gov/resource-center/sanctions/Pages/default.aspx
- OFAC Sanctions Programs and Country Information: http://www.treasury.gov/resource-center/sanctions/Programs/Pages/Programs.aspx
- OFAC Specially Designated Nationals And Blocked Persons List (SDN) Human Readable Lists: http://www.treasury.gov/resource-center/sanctions/SDN-List/Pages/default.aspx

Application Guidelines

The application period for the 2025-26 ASCO Leadership Development Program: Education Scholars will open on September 1, 2024, and close on November 18, 2024. Please visit ASCO's SurveyMonkey Apply platform for more information and to apply.

All application materials must be submitted in English through the online application system at https://asco.smapply.io and in accordance with the requirements and instructions in this Request for Applications.

ASCO members can use their ASCO member username and password to access the application system and complete an application. Non-ASCO members are required to submit an ASCO membership application prior to initiating an LDP: Education Scholars application.

Please note that applicants are not required to complete the entire application at one time. Applicants can save and return to the application until the deadline at 11:59PM EST on November 18, 2024. Please email ProfessionalDevelopment@asco.org with any questions.

Following the submission of your application, you will be emailed a link to disclose your financial relationships. In compliance with ASCO's Conflict of Interest Policy, all persons who volunteer within ASCO are required to disclose their financial relations. You must complete your disclosure at ASCO's Disclosure Management System.

Application Components
- Contact Information
- Uploads
  - Curriculum Vitae
  - Statement of Interest
  - Supervisor/Senior Member Letter of Support
  - Additional Letter of Support
- Responses to Short-Answer Questions
- Notification Process

Contact Information

- Name
- Degree(s)
- Institution
- Address (at least one, checked as primary)
- Phone (at least one, checked as primary)
- Email (at least one, checked as primary)
- ASCO Member ID

The information above will be pulled directly from your ASCO profile. If you need to make any changes to your information, please visit profile.asco.org. Changes made to your profile do not save in this form in real-time but will be reflected before submission of your full application.

Note: If at any time during the application or review process, you have a career change or leave your current position, please email ASCO Professional Development staff.

Uploads

Important Instructions about Uploads: Applicants will upload documents in the "Uploads" portion of the online application. Uploads can be in PDF or MS Word formats, although PDF format is preferred to ensure proper conversion. Uploaded documents should not be password protected.

Curriculum Vitae (CV): Limit to four (4) pages. Submissions over the page limit will be rejected.

Statement of Interest: Limit to two (2) single-spaced pages, 10-12 pt. font. Submissions over the page limit will be rejected.

In the Statement of Interest, applicants should address the following:

- Demonstrated commitment to education based on current and prior experiences, including examples of education advocacy.
- Evidence of behaviors and experiences that demonstrate potential as a leader.
- How participation in this program will benefit the applicant, the applicant's community, and institution and how the applicant plans to implement and advocate for education at his/her home institution and ASCO.

Letters of Support (2): Applicants must upload two letters of support endorsing candidate's participation in the program.

1. Letter of support from a supervisor/senior member at your institution/practice endorsing your participation in the program by commenting on your potential strengths as a leader and educator. This letter should include reasons why your participation in program would benefit you, your institution, and the medical education community.
2. Additional letter of support from a current ASCO member endorsing your participation in the program based on your character, leadership potential, and ability to advance medical education.

Short-Answer Questions
- Past and current involvement in institutional activities, professional societies, as well as honors and recognitions
- Past and current education responsibilities and activities
- Civic and volunteer activities
- Current Practice Setting

Notification Process
Applicants to the 2025-2026 cycle can expect to be notified in Spring 2025.

All communications will be sent to the primary email address on your ASCO profile. Please confirm that this email address is current and correct.

Please add professionaldevelopment@asco.org to your safe senders list and/or check your spam folder if you are not receiving communications such as document submission notifications, application submission confirmation, etc.

If you have any questions, please email the ASCO Professional Development team.