


Legend

OFD: Office of Faculty Development

DD: Division Director

 : Keys to Success

Promotion Roadmap



New to Emory? Start Here!

- Attend DOM Orientation.
- Put CV in SOM template.

Yrs
2-3



Prepping for Promotion

- PATHs (resources by year and career trajectory)
- CV Building Workshop
- DOM Mentoring



Attend CV Review or
Promotion Readiness
Workshops



Think You're Ready?

- Review SOM Promotion and Appointment Guidelines.

Consult departmental
promotion deadlines



Let's Talk about It

- You and your DD decide together on timing and basis of your promotion.



What Happens Next?

- DD notifies OFD, who emails you with next steps.



Packet Finalized and Submitted

You made it! Your packet has been submitted to the SOM and will undergo a lengthy review process. The SOM will notify you once all reviews are done. Good luck!

Submit packet to OFD

Faculty makes
corrections

Reviewed for template
adherence, consistency,
and comprehensiveness

Edits/questions sent
back to faculty



Developing Promotion Documents

- Use the SOM templates and view examples
- Start collecting supporting letters and evaluations to support teaching efforts.

Attend OFD office hours
for Q+A help

Attend Packet Class for
helpful tips and tricks in
preparing your packet