



كليفلاند كلينك أبوظبي
Cleveland Clinic Abu Dhabi

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**DEVELOPING THE FUTURE OF
HEALTHCARE MANAGEMENT
AND LEADERSHIP IN ABU DHABI**

Cleveland Clinic Abu Dhabi
ADMINISTRATIVE FELLOWSHIP

Creating Abu Dhabi's Future Healthcare Managers and Leaders

The Cleveland Clinic Abu Dhabi Administrative Fellowship position is a highly selective and rigorous, 12-month postgraduate management training program for individuals with a passion for healthcare.

The fellowship is project-oriented and is designed to give the fellow numerous opportunities to participate in a wide variety of projects throughout the organization, leadership coaching, executive mentorship, and formal project management training with the goal of developing core competencies necessary for clinical leadership.



What is an Administrative Fellowship?

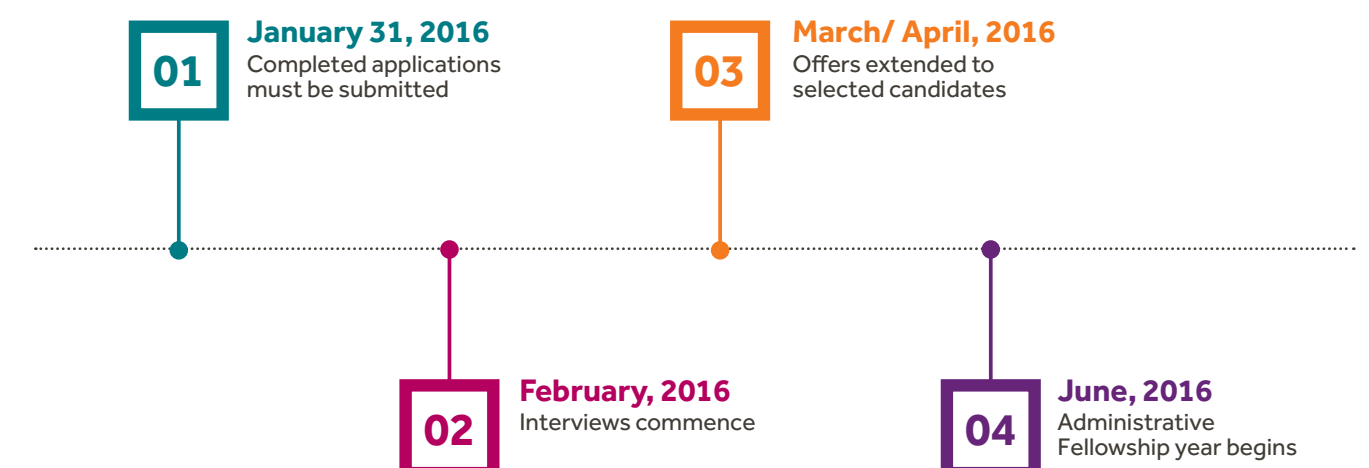
A postgraduate administrative fellowship is a program designed to nurture independence and experiential learning by an individual who has recently obtained a master's degree in health, business management or similar field. Administrative Fellows are assisted in their transition from academically acquired knowledge to the actual management of healthcare organizations through leadership coaching, executive mentorship, formal project management training, project work and experience.

Qualifications

The Administrative Fellowship program at Cleveland Clinic Abu Dhabi is designed for young professionals with the following qualifications:

- A Master's degree in Health Administration, Health Policy, Business Administration or related field
- Career driven with a passion for healthcare
- Aligned with Cleveland Clinic Abu Dhabi's values
- Desire to be challenged and learn from diverse assignments

**Preference will be given to Emirati candidates*





Executive Sponsors

Abdulla Al Shamsi Chief Administrative Officer

Abdulla Abdul Aziz Al Shamsi is the Chief Administrative Officer at Cleveland Clinic Abu Dhabi, where he oversees the hospitals' master work plan, as well as having ongoing oversight of continuous improvement and contact center operations.

Previously, Abdulla served as the Vice President at Mubadala Development Company's Real Estate & Infrastructure unit, where he oversaw and managed the development and growth of Mubadala Development Company's domestic and international real estate, infrastructure, and hospitality portfolio, focusing on social infrastructure projects and real estate investment opportunities that are central to Abu Dhabi's long term development plans. Abdulla joined Mubadala in 2008 as a Senior Architect and was responsible primarily for project management in both the design and delivery stages of real estate and hospitality assets worldwide. In this role, he led the team responsible for the delivery and operation of Al Maryah Island, Abu Dhabi's Central Business district.

Abdulla also practiced architecture at Mohammed Sheikh Mubarak Architects in Dubai, at Over, Under Inc. in Boston and at Eva Pratts, Ricardo Flores Arquitectes in Barcelona, Spain, before moving back to Abu Dhabi in 2008 to join Mubadala Development Company.

Abdulla holds a Bachelor's Degree in Architecture from Carnegie Mellon University in Pittsburgh, Pennsylvania, and a Master of Architecture II degree from the University of Pennsylvania, Philadelphia.



Manaf Afyouni Chief Operating Officer

Manaf Afyouni is Chief Operating Officer at Cleveland Clinic Abu Dhabi. He has more than 20 years of healthcare experience, having held various leadership roles in the areas of operations, finance, project management, and strategic planning.

As Chief Operating Officer, Manaf is responsible for the non-clinical hospital operations, overseeing the areas of supply chain, communications and marketing, protocol, facility services, food services, and patient support services.

Prior to joining the leadership team at Cleveland Clinic Abu Dhabi in June 2011, Manaf served as Senior Vice President and Head of Strategy at Dubai Holding, a global investment company, and previously as Senior Vice President of Tatweer, a member of Dubai Holding. Manaf also previously served as Chief Operating Officer of University Hospital in Dubai Healthcare City from 2006 to 2008 and Chief Operating Officer of Dubai Healthcare City from 2003 to 2006.

Manaf was responsible for developing the strategic plan of Dubai Healthcare City to meet the emerging healthcare needs of the region and executing on a healthcare community master plan with a 700-bed specialty hospital, outpatient clinics, and support community. He also led the creation of numerous strategic partnerships with renowned hospitals, including Harvard Medical International and the Mayo Clinic.

Manaf was born and raised in Kuwait. He received his undergraduate degree in Business, as well as his Master's degree from Ohio University in the US.



Program Director

Ralph Jean-Mary, Institute Administrator

Ralph Jean-Mary began his healthcare career 15 years ago as an associate consultant with the Riner Group in St Louis, Missouri. Upon completing his graduate studies, he was selected as an administrative fellow at Yale-New Haven Hospital (YNHH) in Connecticut. In the ensuing years, he accepted assignments of increasing responsibility in finance, strategic & business planning and management at YNHH.

During that time, he helped shepherd the planning of a 500,000 square-foot cancer hospital; and manage and expand the busiest level 1 trauma center in Connecticut. He also became a certified GE-trained Six Sigma Green Belt. Ralph then joined the Cleveland Clinic in 2010, serving as an administrator in pediatrics where he led the operational effort of doubling the department's volume through consolidation, organic growth as well as practice acquisitions. He transferred to Abu Dhabi in late 2013 where he has served as administrative lead in the Emergency, Respiratory, Anesthesiology, Heart and Vascular and Perioperative services.

Ralph earned a bachelor of science in biology at Stony Brook University and a master's in healthcare administration from Washington University in St. Louis. He is a fellow of the American College of Healthcare Executives (ACHE) and has served either as board member or elected trustee with several community organizations in Connecticut and Ohio. He regularly returns to his homeland in Haiti where he contributes to various community support activities and is a lecturer in the joint Cornell University/Gheskio Foundation Master's in Healthcare Management program.



Executive Mentors

Jonathan McGowens, Senior Director, Clinical Operations

Jonathan McGowens is the Senior Director of Clinical Operations at Cleveland Clinic Abu Dhabi. As the Senior Director of Clinical Operations, Jonathan has partnered with Physician Executives to launch one of the largest and most complex start-up hospital projects in history. Jonathan oversees a total of 12 Clinical Institutes comprised of approximately 185 physicians for the inpatient and ambulatory care facilities of Cleveland Clinic Abu Dhabi. Jonathan's responsibilities include leading and facilitating strategic enterprise initiatives and managing the day-to-day operations of Cleveland Clinic Abu Dhabi. Jonathan has been with CCAD for over 6 years, and has previously held multiple leadership positions at UMass Memorial Medical Center in Boston, Massachusetts.



Najam Sheikh, Director, Service Line Integration

Najam Sheikh is the Director of Service Line Integration, Hospital Operations at Cleveland Clinic Abu Dhabi. As the Director of Service Line Integration, Najam collaborates with the Cleveland Clinic Abu Dhabi executive team, physician leaders, Mubadala Healthcare assets, and public (SEHA & HAAD) and private healthcare institutions within the Emirate to ensure integrated efforts to achieve the highest standards of clinical service. Najam's responsibilities include leading and executing relationships, programs, and service line arrangements between CCAD and key stakeholders within the healthcare landscape. Najam brings over 15 years of healthcare operations experience as a clinician and consultant from various roles within Johns Hopkins and Booz Allen Hamilton.

What can the Fellow expect?

The Cleveland Clinic Abu Dhabi Administrative Fellowship is structured to allow the Fellow to smoothly transition from academically acquired knowledge to practical management. Throughout the Fellowship year, the Fellow may have the opportunity to interact and work with senior leaders at both Cleveland Clinic Abu Dhabi and Cleveland Clinic main campus (Ohio, USA). The Fellow may also have the opportunity to spend time in Cleveland Ohio for orientation and project work. The Fellow is expected to be involved in at least 8 to 10 projects at any given time (either support or as the project manager) and complete 20 to 25 projects by the end of the year. The Fellow will also have the opportunity, as well as the responsibility, to attend Leadership meetings, participate in executive mentoring, management training, and other programs designed to develop core competencies of healthcare administrators. Upon completion of the Fellowship, the Fellow will be able to apply for internal positions with Cleveland Clinic Abu Dhabi in conjunction with his/her personal interests.

Partnership with Cleveland Clinic Main Campus

The Cleveland Clinic Abu Dhabi Administrative Fellowship partners and collaborates with the Cleveland Clinic Administrative Fellowship program at Cleveland Clinic main campus in Cleveland, Ohio. This partnership may allow the Cleveland Clinic Abu Dhabi Administrative Fellow the opportunity to interact and learn from senior executives at Cleveland Clinic in Ohio and work closely with Fellows at main campus through project work and professional development programs. Through this relationship, Fellows at both locations will improve their organizational and interpersonal skills.

Application Process

Application Requirements

- Cover Letter (addressed to Ralph Jean-Mary, Program Director)
- Resume
- Graduate letters of recommendation (one academic and one professional)
- Official graduate school transcript
- Official or unofficial undergraduate transcript
- Two essays

1. Essay Question (*one page maximum*)

Explain how an administrative fellowship will help you attain your career goals and how fellowship at Cleveland Clinic Abu Dhabi complements these goals.

2. Essay Question (*one page maximum*)

Describe the benefits and challenges of fostering a diverse workforce. Please include in your answer how a diverse workforce contributes to a patient centric environment and quality of care.

Important Dates

- Complete applications must be submitted by **January 31, 2016**
- One fellow will be offered a position for 2016-2017 in the **1st quarter of 2016**
- Fellowship year begins **June 2016** and ends **June 2017**
- Depending on their location, some candidates may be invited to interview on-site or via web conference. Additional details will be provided when invitations for interviews are extended in **January 2016**

Mail completed information to:

Administrative Fellowship Program
Attn: Andrew Patzke, Assistant Program Director
Cleveland Clinic Abu Dhabi
PO Box 112412,
Abu Dhabi
United Arab Emirates

Phone: +971 2 501 9000 Ext. 47619
AdminFellowship@ClevelandClinicAbuDhabi.ae

For additional information about the
Administrative Fellowship Program,
please contact:

Andrew Patzke

Assistant Program Director

Cleveland Clinic Abu Dhabi

PO Box 112412

Abu Dhabi

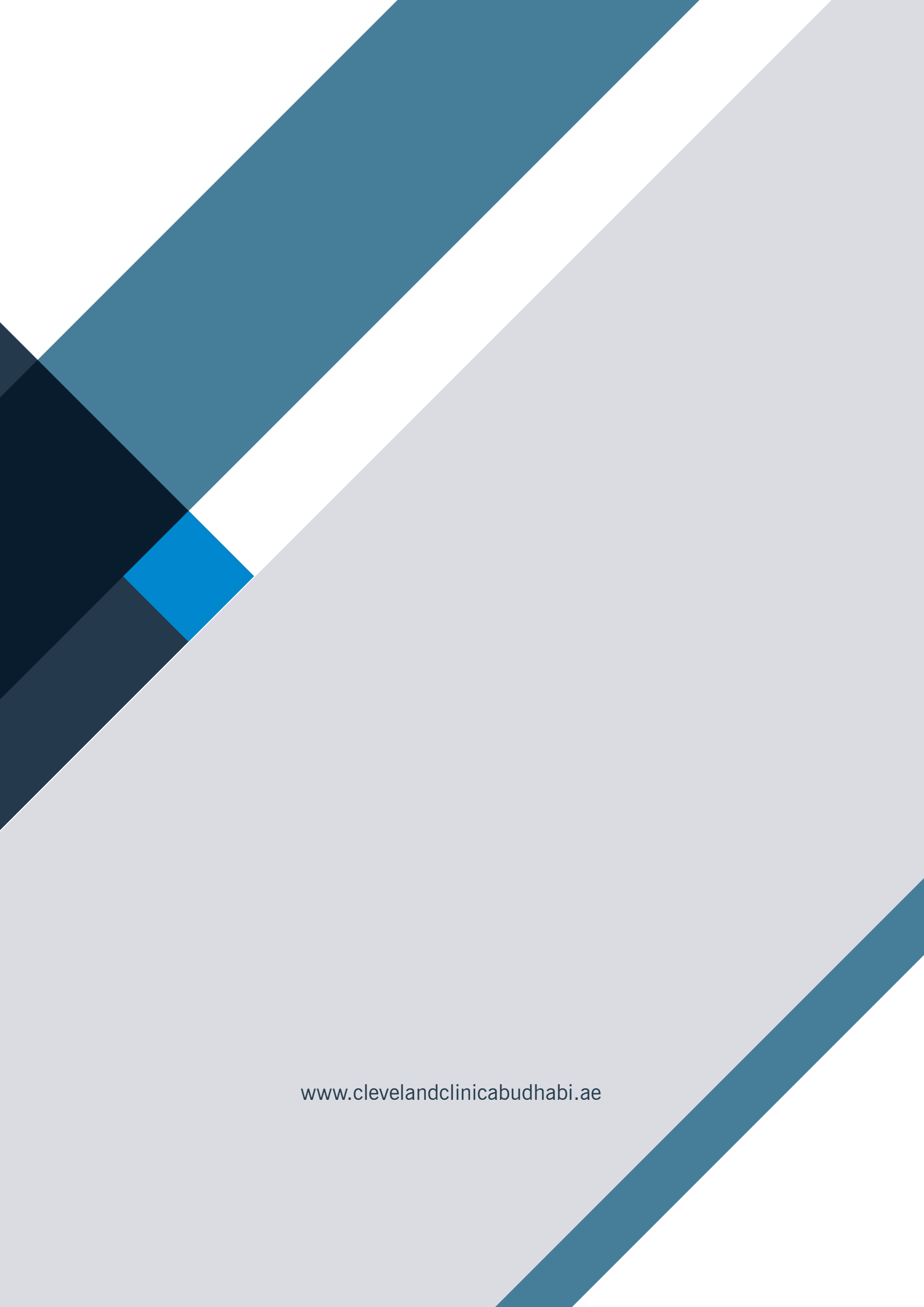
United Arab Emirates

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Please note:
Application packets
received after
January 31, 2016
will NOT be considered.





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