
Personal Statement – AC Faculty

(Please limit to 1-2 page)

Effective July 1, 2021

The purpose of this statement is for you to help the Committees on Appointment and Promotion, the AC Advisory Committee, the Dean’s office, and the Provost’s Office understand your career path and your most significant achievements. Information provided in the Personal Statement should complement but not repeat your CV. It is your personal academic narrative.

Refer to [this link](#) for possible ways in which impact may be demonstrated. This document is not a checklist of necessary requirements, rather it provides examples.

Section 1: Introduction

Characterizes your career path and describe what led to your particular focus.

Section 2: Your Area of Concentration (AOC)

- Describe accomplishments in your primary designated AOC, focusing on specific successes and innovations that have had an impact within your department, Penn Medicine/CHOP, the region, or nationally as the case may be.
- If you have made notable impact in additional areas beyond your primary designated AOC and would like to address them, clearly delineate those additional AOCs as secondary or tertiary.
- If your AOC is in education and is detailed in your Education Impact Statement as part of your Education Portfolio, simply designate your AOC here and indicate “See Education Impact Statement.”

Section 3: Clinical Expertise/Activities

(If not already addressed within AOC).

Section 4: Projects in Progress

Describe future directions and areas of planned expansion and growth.

Section 5: *Optional* Mitigating Circumstances Statement

COAP recognizes that significant events (pandemic, personal or family issues, etc.) may impact one’s academic trajectory. Some candidates will choose to incorporate such mitigating factors into their Personal Statements.

Remember the Personal Statement is your opportunity to help guide your promotion review process by clearly, but concisely, describing and emphasizing your accomplishments. Education-related accomplishments will be detailed in your Education Portfolio.