

Guidance: How to structure the Candidate Impact Statement for Professional-Track Dossiers

The candidate must provide in four (4) pages or less one Candidate Impact Statement of contributions and achievements in their Area of Excellence and Additional Contributions to the Academic Enterprise. This statement addresses the candidate's Area of Excellence AND Additional Contributions to the Academic Enterprise.

The statement should discuss activity, impact, and trajectory of scholarship, service/leadership, educational activities, mentorship, and community-facing scholarship and practice.

Additional Contributions offered by the candidate cannot repeat use of accomplishments and performance in the Area of Excellence. No double dipping!

For more specific guidance on the required content for the Candidate Impact Statement, please review pp. 17 – 19 of the [2025-26 Guidelines for Promotion for Professional-Track Faculty](#)

Recommended Structure for the Candidate Impact Statement:

We recommend dividing the statement into two sections – one for discussion of the contributions/activities in the Area of Excellence and one for discussion of the contributions/activities in the Additional Contributions to the Academic Enterprise. While this is not required, this may help ensure that contributions and activities are not duplicated. Please see the example below.

Example:

Area of Excellence: Clinical Expertise

[All content relating to contributions and activities for Clinical Expertise]

Additional Contributions to the Academic Enterprise

[All content relating to contributions and activities outside of Clinical Expertise, i.e. contributions relating to Investigation and Inquiry, Educational Leadership, and Academic & Professional Service]