

**David A. Gee Administrative Fellowship at Barnes-Jewish Hospital****APPLICANT INFORMATION****1. Name:**

\_\_\_\_\_

Last

First

Middle

**2. Address:**

\_\_\_\_\_

Number, Street Name

\_\_\_\_\_

Suite/Apt Number

City, State, Zip Code

**3. Contact Information:**

Phone Number:

Mobile: \_\_\_\_\_

Work: \_\_\_\_\_

Email:

School/Work: \_\_\_\_\_

Personal: \_\_\_\_\_

**4. Gender:**Female  
Male  
Other  
I Prefer Not to Answer**5. Race/Ethnicity:**American Indian or Alaskan Native  
Asian  
Black or African American  
Hispanic/Latino  
White  
Two or More Ethnicities  
I Prefer Not to Answer**6. What methods did you use to learn of fellowship opportunities? (select all that apply)**ACHE Post Graduate Fellowship Listing  
Hospital/Health System Career Page(s)  
LinkedIn  
In-Person Recruitment Events  
Word of Mouth  
Information Sessions  
NAHSE  
Virtual Recruitment  
Indeed  
Listserv from Graduate Program Directors**7. Are you a citizen of the United States?**

YES

NO

**8. If no, are you authorized to work in the U.S.?**

YES

NO

*Note: Barnes-Jewish Hospital Administrative Fellowship Program is unable to sponsor visas.***EDUCATION****9. Graduate School(s):** \_\_\_\_\_**Degree(s):** \_\_\_\_\_**Date Completed/Expected (Month, Year):** \_\_\_\_\_**Graduate School Cumulative GPA:** \_\_\_\_\_**APPLICATION MATERIAL CHECKLIST**

The 2026-2028 David A. Gee Barnes-Jewish Hospital Administrative Fellowship Application should be submitted to [bjhadminfellowship@bjc.org](mailto:bjhadminfellowship@bjc.org) via PDF by **September 3, 2025 at 11:59 pm CST**. To be considered for selection, the application materials (listed below) must be submitted in the correct order, and must be emailed as one single PDF file, before/on the deadline. Applications that do not adhere to these guidelines, may not be considered.

1. Completed Administrative Fellowship Application Form (*this form including the short answer question*)

2. Cover Letter

a. Addressed to BJC Administrative Fellowship Advisory Committee

b. Addressing fellowship goals, career objectives, and how you would contribute to the advancement of the organization

3. Current Resume

4. Personal Statement (1-2 pages) that addresses the following:

- a. Interest in the Administrative Fellowship at Barnes-Jewish Hospital
- b. Decision to pursue a career in healthcare administration
- c. Challenge(s) facing academic medical centers

5. Three (3) Letters of References

- a. Applicant's program director/graduate professor
- b. Past or present employer or supervisor
- c. Reference of applicant's choosing (preferably academic or professional)

6. Official Graduate School Transcript

### SHORT ANSWER QUESTION

10. Please answer ONE of the following short answer questions, based on Barnes-Jewish Hospital's KREST values, in 2-3 sentences.

- Kindness: How do you integrate kindness and empathy into your work?
- Respect: Why does healthcare need a culture of respect?
- Excellence: Why is it important for healthcare leaders to adapt to change?
- Safety: What does safety in the workplace look like to you?
- Teamwork: How do you strengthen partnerships with your colleagues during challenging times?

#### Barnes-Jewish Hospital's KREST values

\*Please provide your response to ONE of the questions regarding the Barnes-Jewish Hospital's KREST values provided in the instructions.

### DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge; I also certify by signing below that if this application leads to employment with Barnes-Jewish Hospital, I understand that false or misleading information in my application or interview may result in my immediate dismissal from the interview process or termination from employment.

\_\_\_\_\_   
Date Signed

\_\_\_\_\_   
Signature of Applicant