

MAHA BINT MISHARI BIN ABDULAZIZ ALSAUD, MD

MEMBERSHIPS & POSITIONS

- Governor, American College of Physicians – Saudi Chapter
- President, Medical Alumni of George Washington University in Saudi Arabia and Gulf countries
- Founding Member, American College of Physicians – Saudi Chapter
- Founding Member, Alzheimer's Society
- Fellow, American College of Physicians
- Member, American Medical Association
- Member, Al Nahda, Takaful Group
- Board Member, Primary Vascular Research Institute

EDUCATION & TRAINING

2014 American Board of Internal Medicine Recertification

2004 American Board of Internal Medicine Recertification

1994 American Board of Internal Medicine Certification

1990-1993 Residency Program, trained at GWUH, Holy Cross, and V.A. Hospitals
George Washington University (Washington, D.C.)

REPRESENTATIONS

- Represented the Alfaisal University both externally and internally:
 - *Heads of States*
 - *BOT members*
- Alfaisal University delegation at KAUST on various occasions.
- A unified platform for ERD using a software, which helps in linking organizations, NGOs, companies & governments; an organizational plan, policies & procedures & strategic plan in alignment with the University's strategic plan to the mission & vision (student-centered).
- Collaboration with various departments with a mainframe that standardized all marketing and public relations output.
- Tracking system for MOUs, which is automated, assessed through the Advancement Office.

WORK HISTORY

ALFAISAL UNIVERSITY – Riyadh, KSA

- Vice President of External Relations and Advancement - 2014 to present
- Acting Vice President of External Relations - 2012 to 2014
- Executive Director of External Affairs - 2008 to 2012



- Created & Chair of several committees that govern women's admission & work environment
- Council of Deans.
- Council of Administrators (chaired on multiple occasions)
- Grievance Committee (committee creator & chair)
- Advisor to the President & staff member to the Board of Trustee Committee, in gathering, collating & analyzing data relative to strategic planning, accreditation, marketing, and enrolment & recruitment planning for the University.

- Spearheads the efforts of University staff & resources towards strategic national & international collaborations & marketing outreach.
- Strengthens ties within the University departments & external entities and works closely with:
 - *The senior management teams & designated staff to pace and drive University development & implementation of the strategic plan.*
 - *Fundraising committee & the development department in regards to endowments, donation & funding opportunities to increase the University's financial resources.*
- Initiates and maintains strong cooperative relationships with other colleges and universities, professional organizations, civic organizations and relevant groups.
- Overall management and supervision of the following related University functions and major events:
- Campus and VIP events, as well as Alumni Relations and donor relations strategies and activities: convocations, graduations, MOHE, ACP, career fairs, etc.
- Created & established the following:
- A cohesive organizational structure for the External Relations Division (ERD) that has been effective in mainstreaming information & workflow, guiding public functions & branding.
- Participated in developing a 5-year strategic plan for the University, working on the execution of its objectives & action plan within the required timeline (2018).
- Worked with the Public Relations & Marketing (PRM) department on changing the University's identity, branding, marketing, and visual memory for events and archiving PRM involvements.

KING FAISAL SPECIALIST HOSPITAL AND RESEARCH CENTRE – Riyadh, KSA

Consultant, Internal Medicine, Dept. of Medicine – 1995 to present
Senior Clinical Scientist – 1995 - current



Responsible for the diagnosis and treatment of medical diseases and conditions, as well as the provision of medical care in the field of Internal Medicine. Holds special interest in woman's health and thromboembolic disease.

- Provides high quality patient care in all aspects of Internal Medicine according to approved clinical privileges.
- Responsible for the timely completion, competencies, accuracy and eligibility of the medical record.
- Provides on-call service and ensures availability and response time within the prescribed timeframe in accordance with hospital policy.
- Provides orientation, bedside training and supervision to interns, residents and fellows as assigned.
- Participates in the Department's educational activities such as Journal Club and case presentations and other training programs. Partakes in national and international medical conferences.
- Participates in all mandatory departmental activities and serves on departmental, hospital committees, and other administrative functions, as required.
- Coordinates the Internal Medicine's quality assurance & outreach programs.