

POSITION: Regional Lead Teacher Support, Northern Alberta Medical Program (NAMP)

TERM of APPOINTMENT: This 0.2 FTE administrative position is for an initial term of three (3) years (reviewed annually) with the possibility of extension, following discussion with the Associate Dean and/or Vice-Dean Education and the Dean, Faculty of Medicine and Dentistry (FoMD), the length of the second term to be dependent upon the needs of the program, the Faculty and the incumbent, to a maximum of 5 years.

REPORTING TO: Regional Academic Lead, NAMP

PURPOSE: The Faculty of Medicine & Dentistry (FoMD), University of Alberta (UofA) through its vision and mission, is dedicated to providing learner-centered educational programs that meet the health care needs of our communities by graduating qualified, compassionate and inquisitive practitioners and researchers accomplished in healthcare delivery and scholarship.

The Northern Alberta Medical Program (NAMP), is a regional campus of the MD program in the FoMD, UofA, dedicated to recruiting, training and retaining physicians for rural Alberta, and beyond. The Regional Lead Teacher Support, is responsible for assisting the Associate Dean, MD Program; Vice Dean, Faculty Affairs; Associate Dean, Clinical Faculty; Director of Teacher Support; and Regional Academic Lead, NAMP; the Director, Office of Rural and Regional Health (ORRH) to establish and sustain a high quality Faculty development, recruitment and retention program within the MD Program. As such, this position contributes to the outcomes of the FoMD education programs by ensuring that faculty and preceptors are supported, and therefore students are both prepared for and capable of achieving excellence in their education and scholarship.

The Regional Lead Teacher Support must exercise a high level of integrity as it relates to faculty development standards, privacy, safe disclosure and human rights. Equally, the Regional Lead Teacher Support must actively establish collaborative working relationships within the FoMD, University and the greater communities that we serve.

This role within the NAMP straddles the Development and Early Operational phases of this program. As such, the roles, duties and direction of each Leadership Position may need to adapt and shift over time, as dictated by the needs of the Program or the Leadership Team. Creativity and flexibility will be essential skills for success within this role.

CORE RESPONSIBILITIES:

1. Serves as a Member of the following committees:
 - a. NAMP Core Leadership Committee
 - b. Fall Harvest Planning Committee
2. Assists, as required, with recruitment, orientation, training and coaching of those providing or assisting with curriculum delivery.

3. Plans and assists with delivery of faculty development to those involved in both Edmonton Campus and NAMP education and learner experiences.
4. Engages and maintains relationships with workforce planning leaders/supports within facilities and the Health System broadly.
5. Works closely with the FoMD and NAMP support staff to administer faculty development within the MD program.
6. Understands and adheres to UofA faculty development policies and related CACMS standards.
7. Ensures appropriate communication as required by the Dean; Vice Dean Education; Associate Dean, MD Program; Director of Teacher Support; Regional Academic Lead, NAMP; the University; CACMS; Faculty Council; General Faculties Council; the community we serve; or as otherwise directed by the role. .
8. Advises and updates senior leadership on faculty development, recruitment and retention related issues.
9. Attends and participates, as required, in Leadership Forums that incorporate direct meetings with MD Program students.
10. Carries out other projects and responsibilities as assigned by the Regional Academic Lead, NAMP; Director of Teacher Support; and Associate Dean, MD Program.

LIAISES WITH:

1. Associate Dean, MD Program
2. Vice-Dean, Education, as needed
3. Director of Teacher Support
4. Vice-Dean, Faculty Affairs
5. Associate Dean, Clinical Faculty
6. Assistant Deans, Directors and Assistant Directors within the MD Program
7. Members of the Indigenous Health Program
8. Director, Office of Rural and Regional Health (ORRH)
9. Office of Access, Community and Belonging
10. Director, Program Quality & Accreditation
11. The Association of Faculties of Medicine of Canada (AFMC)
12. Faculty development offices at other Canadian Medical Schools
13. Health System Leadership responsible for workforce planning and recruitment within areas of NAMP education
14. ORRH Rural Faculty Liaison
15. ORRH Rural Community Engagement Coordinator

DIRECT REPORTS: None

SUPPORTS:

1. As delegated by the Manager, Medical Education Expansion, NAMP