



EDUCATION

POSITION: Assistant Dean, Curriculum, MD Program

TERM of APPOINTMENT

Three (3) years, potential for renewal following discussion with Associate Dean, MD Program, Vice-Dean, Education, and 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:

Supervised and assisted by the Associate Dean, MD Program (under authority of the Dean)

PURPOSE:

The Faculty of Medicine and Dentistry, University of Alberta through its vision and mission, is dedicated to providing learner-centred 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 Assistant Dean, Curriculum, MD Program has primary oversight for the curriculum in all four years of the MD program. The Assistant Dean must provide a curriculum that is grounded in the social accountability mandate of the medical school, and must foster a learning environment that is health promoting for students and all involved in their learning.

MAIN RESPONSIBILITIES:

1. Develops, maintains and disseminates the MD program objectives so that medical student progress can be assessed in preparation for residency training. (see CACMS standard 6.1)
2. Ensures the communication of learning objectives for each required learning experience to all medical students, faculty, residents, and others with teaching and assessment responsibilities (CACMS 6.1)
3. Ensures that required patient encounters and procedures are provided in appropriate clinical settings and timing. (CACMS 6.2)
4. Protects time and provides support for self-directed learning by medical students (CACMS 6.3)

5. Ensures that the medical curriculum includes clinical experiences in both outpatient and inpatient settings, and a thorough grounding in generalist care (CACMS 6.4)
6. Provides opportunities for pre-clinical and clinical electives to support career exploration and academic interests of medical students. (CACMS 6.5)
7. Organizes service learning opportunities (CACMS 6.6)
8. Provides a medical education program of at least 130 weeks of instruction. (CACMS 6.8)
9. Ensures curricular content with sufficient breadth and depth to prepare medical students for entry into any residency program and for the subsequent contemporary practice of medicine (CACMS 7)
10. Provides curricular content that ensures students possess cultural competence, and are prepared to address health care disparities in marginalized, vulnerable, and underserved groups, especially in the Indigenous peoples of Canada. (CACMS 7.6)
11. Ensures that the curriculum includes the transfer of skills in communication, collaboration, and professionalism (CACMS 7.8-7.10)
12. Oversees a robust, ongoing practices of curriculum management in partnership with the Assistant Dean, Program Evaluation and the Director of Program Quality and Accreditation. (CACMS 8)
13. Works closely with the Directors of Clerkship and Preclinical Clerkship, and curriculum working groups to continually review, revise and implement a robust curriculum map.
14. Oversees the longitudinal and integrated curriculum of the educational program, including physicianship.
15. Prepares all proposed new content and curriculum changes for approval in the MD Curriculum Planning Committee (MDCPC)
16. Works in close partnership with the Team Lead, Curriculum, MD Program.
17. Consults and Liaises regularly with the Associate Dean, MD Program, Assistant Deans for Academic Affairs, Assessment, and Evaluation, the Director of Program Quality and Accreditation, and the Associate Dean, Advocacy and Wellness.

Liaises With:

1. Team Lead Curriculum, MD Program
2. Assistant Dean, Academic Affairs
3. Assistant Dean, Program Evaluation
4. Assistant Dean, Assessment
5. Associate Dean, and Assistant Dean, Office of Advocacy and Wellness
6. Director Program Quality and Accreditation
7. Director, MD Program (APO)
8. Director, Arts and Humanities in Health Medicine

Direct Reports:

1. Director of Clerkship
2. Director of Preclerkship
3. Block Coordinators
4. Clerkship Coordinators