

**POSITION: Assistant Dean, Faculty Wellbeing**

**PORTFOLIO:** Faculty Affairs/Education

**TERM OF APPOINTMENT:**

Three (3) years with the potential for renewal following discussion with the Associate Dean and/or Vice-Dean and the Dean, Faculty of Medicine & 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. Position is a 0.2 FTE.

**PURPOSE:**

The office of Learner Advocacy & Wellness (LAW) will be rebranded going forward to **FoMD Well**. The office is the responsibility of the Associate Dean, Advocacy & Wellbeing. The office is tasked with the overall monitoring and promotion of the resiliency and wellbeing of all learners and faculty in the Faculty of Medicine & Dentistry (FoMD). FoMD Well advocates for a positive culture and institutional structures that promotes the engagement and health of all learners and faculty members.

The **Assistant Dean, Faculty Wellbeing**, reports to the Vice Dean of Faculty Affairs and will be primarily tasked with the assessment, development and improvement of institutional structures and policies that influence the resiliency and engagement of our faculty. They will partner closely with the Chief Wellness Officer, AHS/Covenant Health, the Associate Dean of Professionalism, the Assistant Dean of Diversity, the Associate Dean Clinical Faculty, the Associate Dean Health Informatics, the Associate Dean Faculty Development and community partners involved with physician health including Alberta Health Services, the Physician & Family Support Program (PFSP) and the College of Physicians & Surgeons of Alberta (CPSA).

**MAIN ACCOUNTABILITIES:**

**General Responsibilities:** Listed in the *2017 FoMD Overarching Position Description: Assistant Deans*

**Portfolio Responsibilities:**

1. Provide a visible presence to academic and clinical faculty in the FoMD as an advocate for the promotion of supportive structures and policies within the FoMD that will result in a culture of faculty engagement and wellbeing.
2. Aid in the development of a monitoring strategy to assess the level of faculty of engagement and wellbeing, including markers of faculty stress/burnout. Assessment of the adequacy of existing resources and supportive policies and the development of new resources and structures as required.
3. Act as a conduit to link faculty with existing resources.
4. Scholarly endeavours in the area of physician health and engagement.

**BUSINESS PLAN ACCOUNTABILITIES:**

**Strategic Initiatives:**

1. Contributes to the FoMD Strategic Plan via inputs to the FoMD website, the Associate Dean, Advocacy & Wellbeing, the Vice-Dean Faculty Affairs, Education, or in other ways, as appropriate.
2. Aid in the expansion of new resources and contribute to faculty development in order to aid and enhance overall wellbeing.
3. Provide a presence on relevant committees that relate to issues around faculty advocacy and wellbeing.
4. Liaise with relevant academic leaders and groups to understand existing and emerging issues that relate to faculty advocacy and wellbeing.

**Specific Responsibilities:**

1. Work with colleagues in the Office of Advocacy & Wellbeing and Faculty Affairs to maintain the accreditation standards relevant to undergraduate, postgraduate and graduate education.
2. Work with the Chief Wellness Officer as needed and at the direction of the Vice Dean of Faculty Affairs.
3. Responsibilities will NOT include responding to grievances, contracts, compensation or faculty relations.

**Liases With:**

1. Office of Advocacy & Wellbeing (OAW) team members
2. Office of the Chief Wellness Officer
3. The Associate Dean, Professionalism
4. The Associate Dean Faculty Development
5. The Associate Dean Clinical Faculty
6. Office of the Associate Dean, Undergraduate Medical Education
7. Office of the Associate Dean, Postgraduate Medical Education
8. Physician and Family Support Program, Alberta Medical Association
9. Office the Associate Dean Diversity
10. University Office of Safe Disclosure and Human Rights
11. College of Physicians and Surgeons of Alberta (CPSA)
12. Alberta Health Services

**Direct Reports:**

None

Faculty of Medicine and Dentistry Strategic Plan, 2016 - <https://www.ualberta.ca/medicine/strategic-plan>