

POSITION DESCRIPTION

TITLE: Postgraduate Faculty Lead – Academic Curriculum

REPORTS TO: Program Director, Postgraduate Education

QUALIFICATIONS:

- Certificate from the College of Family Physicians (CCFP) and current membership in the College of Family Physicians of Canada (CFPC)
- Holds a full license from the College of Physicians and Surgeons of Manitoba
- Current faculty in the Department of Family Medicine
- Previous teaching experience in undergraduate or postgraduate Family Medicine
- Interpersonal skills appropriate to dealing with individuals from a variety of backgrounds

BRIEF DESCRIPTION OF POSITION

The Postgraduate Faculty Lead – Academic Curriculum leads the development, coordination and implementation of the post-graduate program's academic curriculum.

DUTIES AND RESPONSIBILITIES:

In addition to the duties and responsibilities outlined in the GFT contract, which outlines duties related to general teaching, the incumbent is responsible for the following related to this position:

1) Administrative

a) Program

- Oversee the preparation of a 2-year Academic Day curriculum, which meets and respects the standards and guidelines of the College of Family Physicians of Canada. Ensure the 2-year Academic Day curriculum in each stream includes the PGME Core curriculum and a DFM core curriculum, leaving opportunity for stream-specific sessions.
- Ensure that all streams have comparable in-unit seminars (including behavioral medicine seminars) and journal clubs.
- Oversee the delivery of the Academic Days content and monitors the evaluation of presenters by the residents.
- Collaborates with the Faculty Lead – QI & Informatics for the delivery of quality improvement and informatics curriculum in the residency program.

- Monitor resident attendance at teaching sessions.
- Collaborates with the education directors in all streams to ensure that content and quality of programming delivered by streams is comparable.
- Explore innovative presentation styles and methods to promote active learning and audience participation.
- Collaborates with Interprofessional faculty to ensure co-facilitation of teaching sessions where appropriate.

2) University/Faculty/Department/Section

- Member of the Residency Program Committee
- Chairs the Academic Curriculum Subcommittee

3) Time Commitment

- The time required to fulfill the duties related to this position is approximately 0.2 EFT (1 day per week).

LINKAGES/INTERACTIONS:

1. Department

- Program Director, Undergraduate Medical Education
- Director, Faculty Development/Continuing Professional Development
- Program Director, Postgraduate Medical Education
- Streams, Education Director
- Postgraduate Faculty Lead, QI & Informatics
- Interprofessional Faculty Committee
- PGME Core Curriculum Committee

2. Liaises with counterparts in other departments of Family Medicine in Canada (e.g. at the Family Medicine Forum) to exchange and discuss formal issues in Canadian Family Medicine residency programs, and to explore possible areas of collaboration.