

POSITION DESCRIPTION

TITLE: Postgraduate Faculty Lead – Quality Improvement, Scholarship & Informatics

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
- Preferred: Interest in medical education administration

BRIEF DESCRIPTION OF POSITION

The Postgraduate Faculty Lead–Quality Improvement, Scholarship and Informatics leads the development, coordination and implementation of the post-graduate program’s QI and informatics 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 quality improvement and informatics curriculum.
- Ensure that all streams have comparable audit and Pearls activities for residents.
- Oversee the delivery of the QI audit activities and monitors the evaluation of the activity by the residents. Collaborate with the education directors in all streams to ensure that content and quality of programming delivered by the

streams to ensure that content and quality of programming delivered by streams is comparable.

- Promote participation of residents in research activities within the Department of Family Medicine.

2) Educational

a) Faculty

- Collaborates with the Director, Faculty Development for the offering of Faculty Development sessions pertaining to the QI and informatics curriculum to faculty.

3) University/Faculty/Department/Section

- Member of the Academic Curriculum Subcommittee and Residency Program Committee

4) Time Commitment

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

LINKAGES/INTERACTIONS:

1. Department of Family Medicine

- Program Director, Postgraduate Education
- Associate Program Director, Enhanced Skills Program
- Education Directors (variable sites/streams)
- Director, Faculty Development/Continuing Professional Development
- Postgraduate Faculty Lead, Academic Curriculum
- Research Committee

2. College of Medicine

- Core Curriculum Director, Postgraduate Medical Education
- Centre for Healthcare Innovation

3. University of Manitoba

- Faculty of Engineering
- Asper School of Business

4. External

- College of Family Physicians of Canada
- Manitoba College of Family Physicians
- Shared Health
- Regional Health Authorities