



POSITION DESCRIPTION

TITLE: Regional Educational Lead – Northern

REPORTS TO: Program Director, Postgraduate Education (for educational matters)
Associate Program Director, Postgraduate Education (for educational matters)

QUALIFICATIONS:

- Certificant of the College of Family Physicians of Canada (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 appointment 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
- Interest in medical education administration

BRIEF DESCRIPTION OF POSITION:

The Regional Educational Lead is responsible for ensuring that the educational programming that occurs at the relevant sites conforms to the standards and policies set by the Program Director, Postgraduate Education and the Residency Program Committee.

This individual works closely with the Education Directors from local Programs within the respective stream (link to the definition of stream and local programs – Entrada)

This individual also works with the Program Director, Associate Program Director, Postgraduate Education and Postgraduate Education Faculty Leads to ensure that the program meets the requirements of The College of Family Physicians of Canada and is conducted consistent with the mission of the Department of Family Medicine and its Residency Program Committee.

DUTIES AND RESPONSIBILITIES:

1) Administrative

- Participates in the development and implements the DFM residency curriculum for residents assigned to the local Programs within the respective stream



- Works with Site Education Directors of the local programs within the respective stream to coordinate stream educational requirements and needs
- Chairs Stream meetings and attends all relevant meetings as determined by the Terms of Reference of those committees.
- In conjunction with the Site Education Directors of the local programs within the respective stream develops and periodically reviews a system of orientation for incoming learners, which includes an overview of the program and departmental educational objectives and policies.
- In conjunction with the Site Education Directors of the local programs within the respective stream, orients and meets regularly with the lead resident.
- Ensures an effective framework for educational evaluation exists in conjunction with the Site Education Directors of the local programs.
- Supports the Site Education Directors of the local programs within the respective stream with recruitment of Faculty.
- Participates in the accreditation process
- Establishes and maintains ongoing communication with respective stream and preceptors.
- Acts as a resource to faculty with respect to curriculum, assessment and evaluations.

2) Educational

- Supports the Site Education Directors of the local programs within the respective stream
 - Educational matters
 - CaRMS process
 - Identifies opportunities for improvements and enhancements in the curriculum and activities and presents these to the Residency Program Committee and Curriculum Renewal Subcommittee.

3) Department Section

Participate in Stream Committee

Participates as a member on committees:

- Residency Program Committee
- All Postgraduate Education Subcommittees
- Working groups as assigned

4) Reporting Structure

- Provides input to the Program Director / Associate Program Director into the performance conversations of the Education Directors

5) Scholarly Activity

- Sets an example for others by actively trying to increase medical knowledge or enhance medical education by engaging in research and other scholarly activities.
- Develops a supportive milieu for unit faculty, residents and other learners to pursue research activities consistent with their level of expertise

6) Time Commitment

- The time required to fulfill the duties related to this position is 0.2 EFT.

LINKAGES/INTERACTIONS:

1. Department
 - Head
 - Program Director
 - Associate Program Director
 - Education Directors of all sites/programs
 - Associate Heads
 - Program Director, Undergraduate Education
 - Associate Program Director, Enhanced Skills Program
 - Managing Director
 - Education Manager
 - DFM Administrative team
 - Master of Physician Assistant Studies (MPAS)
 - International Medical Graduate (IMG)
2. Max Rady College of Medicine, University of Manitoba
 - Postgraduate Medical Education
3. External
 - College of Family Physicians of Canada
 - Manitoba College of Family Physicians
 - Shared Health & Various RHAs
 - College of Physicians and Surgeons of Manitoba



DFM Entrada Community https://entrada.radyfhs.umanitoba.ca/community/family_medicine

- Stream
- Local Programs in group

Stream

A grouping of family medicine programs that have similarities based on a geographic or target population context, used to facilitate education planning and delivery (resident selection, academic requirements, educational activities, policies, etc...). Streams include:

- Urban
- Rural (including Bilingual)
- Northern

Local Program

The locally system that enables clinical and academic activities and supports designed to help residents achieve the program's articulated family medicine competencies. Local Programs include:

Rural Sites

- Parkland
- Brandon
- Neepawa
- Portage la Prairie
- Boundary Trails
- Steinbach
- Selkirk
- Bilingual

Northern Site

- Northern Remote
- Thompson

Urban Sites

- Access Fort Garry
- Access River East
- Access Winnipeg West
- Kildonan Medical Centre