Faculty Lead, Faculty Development

Applications are invited for the position of Faculty Lead, Faculty Development (one year contract).

The Faculty Lead, Faculty Development is responsible for oversight and implementation of an overall strategy for faculty development (including relevant needs assessment) for teachers and educators in the MD Program. This strategy will allow for the sharing of best practices in teaching to all newly recruited faculty members, those teaching in and providing leadership in the MD Program, and, those who have had a program of faculty development recommended by their Chair or delegate, or by course directors. The time commitment for this role is 2 days per week.

Faculty members interested in this position are encouraged to submit a letter of application, an up-to-date curriculum vitae and education dossier by the deadline of 12:00 pm. on Friday, July 26, 2019 to:

Dr. Patricia Houston
Vice Dean, MD Program
University of Toronto

Barbra MacDonald
Administrative Coordinator
Office of the Vice Dean, MD Program
University of Toronto

patricia.houston@utoronto.ca
md.reception@utoronto.ca

Electronic submission is preferred.

Any questions, please contact
Dr. Patricia Houston at patricia.houston@utoronto.ca

Full job description follows, and available online at: http://www.md.utoronto.ca/careers
Faculty Lead, Faculty Development

The MD Program aspires to support our students to have an excellent educational experience within a supportive learning environment. We have developed MD Program Goals to guide the development, implementation and evaluation of all of our programs.

Role Description

In collaboration with the Director, Centre for Faculty Development (CFD); the MD Program Clerkship and Foundations Directors; and the Academy Directors; the Faculty Lead, Faculty Development is responsible for oversight and implementation an overall strategy for faculty development (including relevant needs assessment) for teachers and educators in the MD Program. This strategy will allow for the sharing of best practices in teaching to all newly recruited faculty members, those teaching in innovative curriculum developments, and, those who have had a program of faculty development recommended by their Chair or delegate, or by course directors. The time commitment for this role is 2 days per week.

Leadership and Organization

The Faculty Lead, Faculty Development will report to the Vice Dean, MD Program and will meet regularly and collaborate closely with the Director, Centre for Faculty Development. The Faculty Lead, Faculty Development is responsible for the direction, management and assessment of faculty development activities in the MD Program at the Faculty of Medicine.

Development and Management

The Faculty Lead will oversee the implementation of the Faculty Development strategy, through the following measures:

- Provides advice on the creation of appropriate policies related to expectations for and practices related to faculty development
- Planning of faculty development events in each of the following contexts:
  - Course-specific activities (in collaboration with course directors)
  - Department-specific activities (in collaboration with departmental faculty development leads)
  - Activities for new faculty members
  - Activities in both fully-affiliated and community-affiliated sites
- Evaluating and reporting on the effectiveness of faculty development activities
- Participating in the creation and implementation of policies and procedures related to evaluation of teachers
The Faculty Lead will act as a resource to teachers in the MD Program for:
- Information and advice regarding existing faculty development courses and continuing education activities
- The development of course-specific, department-specific and personal faculty development plans

The Faculty Lead will serve as a link with the University Centre for Faculty Development by:
- Being a member of the CFD Education Development Committee, relevant sub-committees and task groups
- Collaborating with the CFD regarding MD Program faculty development needs and activities

The Faculty Lead will support faculty development activities relevant to MD Program teachers that are initiated by individual Faculty of Medicine departments or by hospitals, by:
- Helping to ensure that these faculty development programs align with and support what is needed for MD Program teachers vis-à-vis their contribution to the MD Program.

Qualifications and Skill Required

1. Demonstrated abilities in medical education, research and innovation
2. Demonstrated knowledge and skills in educational design of courses, teaching and learning
3. Demonstrated experience with faculty development for an educational program
4. Demonstrated capacity for collaboration and application of collaborative processes

Term

This is a one-year contract position and may be renewed contingent upon a successful review.

Support

The Faculty Lead, Faculty Development will have office space at the Medical Sciences Building. The Office of Faculty Development and the Faculty Lead, Faculty Development will be supported by a full-time Faculty Development Administrative Coordinator.