The University of Ottawa Faculty of Medicine (FoM) invites applications and nominations for this leadership position.

The Postgraduate Medical Education (PGME) office at the University of Ottawa works to enhance the development and experience of its learners while optimizing quality patient care. The PGME mission is to expand global leadership in a dynamic environment through interdisciplinary innovation in education, research, health of populations, and patient-partnered care, in both official languages. The more than 75 training programs provide innovative clinical care experiences through a variety of educational strategies that develop trainees into well rounded clinicians. PGME works in leading health care settings across pediatric, adult (bilingual and francophone settings), mental health and continuing care, as well as hospitals in rural communities in Eastern and Northern Ontario.

The Vice Dean, PGME is responsible for the development and implementation of strategic planning and delivery in the areas of postgraduate medical education, including compliance with accreditation standards, delivery of residency training programs and revenue generation from trainee recruitment in alignment with the Faculty’s priorities.

Responsibilities of the Vice Dean, PGME:

• Leads, advises, reports and facilitates the Postgraduate Medical Education Program (PGME) of the Faculty of Medicine on all aspects and matters related to the portfolio.
• Responsible for the development and implementation of objectives identified by the Faculty of Medicine’s and the University of Ottawa’s strategic plans as they relate to the growth and development of the PGME program.
• Oversees the development and implementation of policies related to PGME program, including but not limited to allocation, evaluation, appeals, admission standards and appointment procedures.
• Develops and directs PGME strategy to ensure compliance with accreditation standards.
• Ensures that postgraduate programs comply with the accreditation requirements of the College of Family Physicians Canada, the Royal College of Physicians and Surgeons of Canada, the College of Physicians and Surgeons of Ontario, COFM, AFMC and other licensing/accrediting bodies.
• Ensures process for accreditation is followed, as required, by accrediting bodies and PGME policy.
• Collaborates and coordinates with hospital leaders on matters related to PGME including but not limited to learner and teacher experience, ensuring compliance to regulations and achievement of accreditation standards.
• Supports Program Directors in all aspects of their roles.

Applicants must meet the following qualifications:

• MD with an excellent understanding of the Faculty of Medicine programs and initiatives, as well as the 2020 - 2025 strategic plan called “Leading Innovation for a Heathier World”;
• A seasoned leader with a proven track record of engaging teams, balancing organizational priorities, demonstrating academic excellence and performing research;
• Excellent interpersonal, communication, organizational and leadership skills;
• Demonstrated national or international impact in one or more of the following domains: teaching & education, academic leadership, and research;
• A clinician who is in good standing with their professional governing body;
• A university rank of Associate or Full professor;
• Eligibility for medical licensure in Ontario; and
• Fluency in one official language with at least a passive knowledge of the other.

Location and Compensation:
Time Allocation: 3 days per week. The successful candidate is expected to be located at the Faculty of Medicine during the 3 days. However, consideration will be given to flexible work arrangements that would enable the successful candidate to spread the work over the entire week.

Compensation will be aligned with Faculty of Medicine guidelines for administrative stipends. The duration of the appointment will be up to 5 years, renewable once.

You are invited to forward a letter of intent and CV no later than October 22, 2023 to:

Jennifer Dale
Dean’s Office
Faculty of Medicine, University of Ottawa
451 Smyth Road, room 3020
Ottawa ON K1H 8M5
Tel: 613-562-5800 ext. 8697
E-mail: jdale@uottawa.ca

All qualified candidates are invited to apply; however, preference will be given to Canadian citizens and permanent residents. When submitting your application, please indicate your current status. The University of Ottawa is an equal opportunity employer. We strongly encourage applications from women, Indigenous peoples, persons with disabilities and members of visible minorities. If you are invited to continue the selection process, please notify us of any particular adaptive measures you might require by contacting the Office of the Associate Vice-President, Faculty Affairs at 613-562-5938. Any information you send us will be handled respectfully and in complete confidence. The University of Ottawa is proud of its 160-year tradition of bilingualism. Through its Official Languages and Bilingualism Institute, the University provides training to staff members and to their spouses in their second official language. At the time of tenure, professors are expected to have the ability to function in a bilingual setting.