

Faculty of Medicine

» Assistant Dean, Postgraduate Medical Education (PGME)

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

The University of Ottawa is Canada's largest bilingual institution of higher learning and research. The FoM offers a wide range of competitive educational and research programs in a dynamic learning environment with state of the art facilities. The faculty is recognized as a national leader in medical education and ranks among the top faculties of medicine worldwide for research intensity and impact.

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 provides support for trainees to work in leading bilingual and francophone health care settings, including pediatric, adult, mental health, refugee and indigenous health, continuing care and rural community care.

The Assistant Dean, PGME is responsible for supporting PGME office functionality, accreditation of the PGME office and all residency and area of focused competence programs, programmatic assessment of postgraduate trainees including implementation of competency based medical education, management of the remediation process for residents and fellows in academic difficulty, management of professionalism concerns related to trainees, and is a resource to support wellness of postgraduate trainees.

Location and Compensation:

Time allocation: 2.5 days per week. Consideration will be given to flexible work arrangements to allow the demands of the service to be spread over the entire week.

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

Responsibilities of the Assistant Dean, PGME*:

- Supports strategic plans to meet the long and short-term goals of the unit and its personnel; makes recommendations in areas of policy and direction, as required;
- Acts as a change agent, sharing information, informing and leading activities in line with the PGME strategic plan and objectives;
- Develops and maintains an expert knowledge of national accreditation requirements; provides guidance to the Vice Dean PGME, the Director, PGME Accreditation Subcommittee, Senior Accreditation Advisor and Faculty members on the interpretation of requirements;
- Promote innovation in CBME implementation, while ensuring that local approaches to implementation align with national accreditation standards;
- Acts as a resource person for programs and trainees with regards to the PGME assessment policy, FoM professionalism policy, as well as the appeals process;
- Monitors trainee evaluations to ensure programs are effectively identifying and responding to unsatisfactory performance;

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 Healthier World";
- A seasoned leader with a proven track record of engaging teams, balancing organizational priorities and leading change;
- Excellent interpersonal, communication, organizational and leadership skills;
- An accomplished clinician who is in good standing with the Royal College of Physicians and Surgeons of Canada or equivalent;
- A university rank of at least Assistant professor;
- Eligible for licensure in Ontario; and
- Fluency in English or French (the university's official languages) and a minimum of a passive knowledge of the other is required.

You are invited to forward a letter of intent and CV by May 5, 2024, to:

Jennifer Dale,
Deans Office
 Faculty of Medicine, University of Ottawa
 451 Smyth Road,
 Ottawa ON K1H 8M5
 E-mail: jdale@uOttawa.ca

*Terms of reference under review

» 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 613-562-5958. 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.



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Faculté de médecine
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