



Family Medicine Enhanced Skills Residency Program Program Director – Care of the Elderly Role Description

Overview

The Program Director, Enhanced Skills Care of the Elderly “CoE” (“the program”) of the Department of Family Medicine of the University of Calgary is responsible for the oversight of the functioning of the program.

The responsibilities include planning, organization, recruitment, coordination of learner placement, promotion, administration, quality assurance and professional development. The Program Director reports to the Enhanced Skills Program Director and the Postgraduate Program Director, and is responsible to the Department Head, Academic Family Medicine.

Duties and Responsibilities:

1. Provide academic support, guidance, and oversight for the academic functioning of the program.
2. Provide advice and counsel to the Enhanced Skills Program Director and Postgraduate Program Director. Communicate regularly with the Education Manager.
3. Promote collaboration among the academic faculty of the Department of Family Medicine and preceptors, as well as the wider Cumming School of Medicine faculty who act as preceptors to Enhanced Skills residents.
4. Provide support for strategic planning, administrative issues, and recruitment of new preceptors.
5. Facilitate and conduct quality assurance initiatives such as, but not limited to site visits, outcomes measures, faculty evaluation, resident feedback surveys and resident exit interviews. This includes providing constructive feedback to preceptors and rotations of the program.
6. Advise and facilitate regarding academic content, goals, and objectives of, and evaluation tools used in the program.
7. Advise regarding and participate in interventions required for learners in difficulty.
8. Lead the selection of candidates for the program.
9. Participate in meetings of the Department related to the function of the program and the Residency Program.
10. Oversee assigned Education Enhancement funding, including development and approval of a budget.
11. Fulfill other duties as may be assigned from time to time.

Requirements:

In accordance with Postgraduate Medical Education Residency Director qualifications:

- Academic Appointment with the Department of Family Medicine
- Certificat of the College of Family Physicians of Canada
- Strong communication and interpersonal skills.
- Leadership ability and experience
- Resident advocacy skills and interests.
- Working knowledge of the principles of adult learning and postgraduate medical education.

Clinical expertise in Care of the Elderly is required. Experience in medical education and administration is a significant asset.

Meeting Attendance:

Enhanced Skills Residency Program Committee, 2 hours quarterly

Care of the Elderly Enhanced Skills Residency Program Committee, 1.5 hours quarterly

TO APPLY:

*Please submit your CV to Dr. Martina Barton, Postgraduate Director for Family Medicine at mbarton@ucalgary.ca no later than **5pm May 9, 2025**. The start date would be July 1, 2025*

.

This role is open to community-based family physicians as well as those on the AMHSP. If you are on an AMHSP contract, please contact Dr. Carolyn Nowry (cenowry@ucalgary.ca) in addition to your submission to Dr. Barton so you can discuss potential contract changes.