



**FAMILY MEDICINE RESIDENCY PROGRAM
RURAL SITE CO-DIRECTOR**

*We are currently recruiting one site co-director for Medicine Hat. Applicants should live in or within reasonable travel distance to Medicine Hat.
Anticipated start October 1, 2025.*

FTE: 0.25 (10 hours a week)

OVERVIEW

The Rural Site co-Director is accountable for the planning, development, organization, promotion, implementation, and evaluation of all residency teaching by and for their site in partnership with the other Rural FM Program Site co-Director and the Family Medicine Postgraduate Program Director; for supporting the work of the Department of Family Medicine and for representing the needs of rural medical education.

The Site Co-Director reports to the Family Medicine Postgraduate Program Director, Department of Family Medicine, University of Calgary.

DUTIES AND RESPONSIBILITIES

- Providing appropriate day-to-day administrative direction for all aspects of the site including the selection (working with the Family Medicine Postgraduate Program Director within the CaRMS process), monitoring and evaluation of its Residents, the planning, development, and promotion of the site and the maintenance and evaluation of relevant educational objectives for the site consistent with the regulations of the College of Family Physicians of Canada (CFPC) and the Cumming School of Medicine.
- Ensuring that the clinical educational experiences are of high quality and founded upon standards of clinical practice that continue to be attractive to students and Residents and that prepare trainees for rural practice.
- Ensuring effective coordination and collaboration both between sites and with other rural outreach activities of the Department of Family Medicine and the Cumming School of Medicine.
- Providing appropriate support and guidance to Residents and promoting and supporting Resident wellness and resiliency within the Program
- Recruiting of preceptors, training sites and rural faculty and sustaining the commitment and support of participating physicians.
- Resolving relevant issues identified by preceptors/rural faculty and Residents, including issues pertaining to the accomplishment of the Residents' learning objectives and the operation of the site.

- Maintaining regular communication with preceptors/rural faculty, regularly visiting each teaching site along with the Family Medicine Postgraduate Program Director.
- Contributing to the evaluation and development of the teaching skills of preceptors and rural faculty, and making recommendations regarding their academic appointment in conjunction with the Family Medicine Postgraduate Program Director.
- Ensuring the site meets University and CFPC standards and requirements for accreditation.
- Attending and participating in, or chairing the applicable Faculty and/or Department of Family Medicine residency training committees and providing such reports as may be required from time to time.
- Fulfilling other such duties as may be assigned from time to time.

REQUIREMENTS

- Academic Appointment with the Department of Family Medicine
- Certificant or fellow of the College of Family Physicians of Canada
- Recent rural/regional practice experience
- Recent experience as a preceptor or clinical faculty member
- Strong communication and interpersonal skills
- Leadership ability

MEETING ATTENDANCE

- Rural Program Operations Group, monthly
- Directors' meetings, monthly
- Residency Program Committee, monthly
- Rural Curriculum and Evaluation Committee, every other month
- Unit meetings, every other month
- Resident Progress Committee, as needed

May be rural director delegate for:

- Resident Selection Subcommittee
- Resident Awards Subcommittee

TO APPLY:

Please submit your CV to Dr. Martina Barton, Postgraduate Director for Family Medicine at mbarton@ucalgary.ca no later than 12pm on Monday, September 22.