

## **Foothills Medical Centre SITE LEAD, GENERAL SURGERY**

### **TERM**

January 1, 2025 – December 31, 2027 (Three Years)

### **QUALIFICATIONS**

This leadership position is open to General Surgeons who are active members of the Section of General Surgery, Department of Surgery, Calgary zone and are currently working at the Foothills Medical Centre.

### **OVERVIEW AND REPORTING**

The Section of General Surgery is one of the largest sections in the Department of Surgery and has members at each of the acute care hospital sites. This site lead position will provide administrative leadership, in conjunction with the section chief, to ensure the administration of the General Surgery program at the Foothills Medical Centre.

The site lead will have a high visibility and availability on the site and will be a strong advocate for members of the Section of General Surgery. The site lead will encourage professional development as well as ensure compliance of members with the AHS bylaws and rules. In addition, they will ensure excellence in patient care delivery in order to optimize patient care outcomes.

### **ADMINISTRATIVE RESPONSIBILITIES**

1. Participate as the Section of General Surgery representative on the site's surgical services committee and any other site advisory committees as needed.
2. Organize emergent and scheduled General Surgery Services at the site including development of a call schedule, allocation of OR blocks and clinics, if relevant.
3. Advise the Section Chief and the Zone Clinical Department Head on any issues relating to personnel, bed utilization and resources at the site.
4. Provide feedback on section members and participate in periodic reviews of section members at the site.
5. Review patient, nursing and other concerns pertaining to section members at the site.
6. Support the Section of General Surgery in search and selection processes for members at the site.
7. Support the section chief and the zone clinical department head in workforce planning and other forms of strategic planning for the site.
8. Provide information for the Department of Surgery annual report, or any other materials relevant to the site, as requested by section chief and the zone clinical department head.
9. Participate in quality assurance reviews as required by the site with matters relevant to general surgery.
10. Organize regular safety review case rounds for the section members at the site.
11. Participate in the NSQIP program at the site by evaluating data presented and helping to develop care pathways and clinical practice guidelines.

### **EDUCATIONAL RESPONSIBILITIES**

1. Enable the provision of educational opportunities for medical students, residents, fellows, and staff surgeons.
2. Assist the residency program director, any fellowship program direction, the section chief

and the zone clinical department head to ensure the programs are meeting the objectives of the Royal College of Physicians and Surgeons.

3. Encourage all members of the department to act as positive physician models for all trainees rotating through their Site.
4. Facilitate educational opportunities that may be required for the training of allied health care personnel on the site.

### **RESEARCH RESPONSIBILITIES**

1. To enable and integrate research initiatives of the section and the department into the programs at the site.
2. To promote collaborative research opportunities and academic exchange within the department and between departments.

### **FTE and STIPEND**

0.05 FTE; \$12,825.00 per annum.

### **APPLICATION**

Please address your application to Dr. John Heine, Interim Section Chief of General Surgery and send your curriculum vitae and names of three referees to:

[john.heine@albertahealthservices.ca](mailto:john.heine@albertahealthservices.ca) and cc' [emely.gonzalez@albertahealthservices.ca](mailto:emely.gonzalez@albertahealthservices.ca).

### **DEADLINE**

October 26, 2024

### **INFORMATION**

For questions regarding this leadership position, please contact:

- Dr. May Lynn Quan, current FMC Site Lead of General Surgery)  
([maylynn.quan@albertahealthservices.ca](mailto:maylynn.quan@albertahealthservices.ca))

or

- Dr. John Heine, Section Chief of General Surgery – Calgary Zone  
([john.heine@albertahealthservices.ca](mailto:john.heine@albertahealthservices.ca))