Post-graduate medical education activities will include:

1. Child and Adolescent Psychiatry Subspecialty Program Director role which includes development and management of the subspecialty program:
   a. Organizing and chairing 4-5 RPC meetings per year
   b. Developing goals and objectives and ITERS for new rotations and reviewing current rotations
   c. Regular site visits at clinical sites and meetings with new and current preceptors
   d. Collaboration/meetings with AHS staff to ensure that infrastructure needs of our trainees are being considered in current and future clinical site development.
   e. Planning and preparing for regular internal reviews for maintenance of RCPSC accreditation. The review day is typically a half-day commitment.
   f. Twice-yearly attendance at the half-day meeting of the Royal College of Physicians and Surgeons Specialty Committee.
   g. Twice yearly attendance at the Canadian Academy of Child/Adolescent Psychiatry Coordinators of Psychiatric Education (CAP-COPE) annual meeting which is a three-hour meeting usually on the same day as the aforementioned Specialty Committee Meeting
   h. Participation in the Competency By Design workshops held in Ottawa. The next workshop is to take place in October, 2019
   i. In advance of our CBD launch date pf July 1, 2021, over the next 2 years, developing a CBD model for our local program, education of preceptors/residents on the model and its implementation.
   j. Participating in internal review of other postgraduate programs as requested by University of Calgary PGME office
   k. Evaluations of Child/Adolescent Psychiatry trainees including by:
   l. Recruitment of new trainees in Child/Adolescent Psychiatry
   m. 3-4 annual meetings with trainees to review progress and plan further training experiences.
   n. Annual review/update with our training program ombudsperson

2. Representation of Child/Adolescent Psychiatry at the Fellowship committee meeting, every 2-3 months.
3. Representation of Child/Adolescent Psychiatry at the Psychiatry RPC
4. Participation in interviews for Psychiatry
5. Development of goals and objectives and ITERS for Clinical fellows in Child/Adolescent Psychiatry.
6. Representation of postgraduate Child/Adolescent Psychiatry education at the Section of Child/Adolescent Psychiatry meetings.
7. Representation of Child/Adolescent Psychiatry at the PGME Committee meetings
8. Organizing the rotations in Child/Adolescent Psychiatry for:
   a. Clinical fellows in Child/Adolescent Psychiatry
   b. Subspecialty trainees in Child/Adolescent Psychiatry
   c. General Psychiatry residents’ core/elective rotations in Child/Adolescent Psychiatry
   d. Pediatrics residents on rotation in Child/Adolescent Psychiatry
   e. Pediatric neurology residents on rotation in Child/Adolescent Psychiatry
9. Coordination of these activities with stakeholders including the Royal College of Physicians and Surgeons Specialty Committee for Child/Adolescent Psychiatry, Canadian Academy of Child/Adolescent Psychiatry Coordinators of Psychiatric Education (CAP-COPE), University of Calgary’s Postgraduate Medical Education office, Department of Psychiatry Residency Program office, and Department of Psychiatry UME offices.