

## EDUCATORS – PATIENTS, POPULATIONS & PRESENTATIONS PRECLERKSHIP, UNDERGRADUATE MEDICAL EDUCATION

### Job Summary:

The Cumming School of Medicine at the University of Calgary invites applications for the position of Educators (Patients, Populations & Presentations) for the Preclerkship curriculum. This position is for a one (1) contract with yearly renewal, subject to satisfactory review.

The incumbent will report to the Associate Dean, Undergraduate Medical Education, with accountabilities to the Assistant Dean, Pre-Clerkship and the Preclerkship Directors. This position will be expected to create content for tutorial group cases, facilitator guides, large group sessions, Cards, and a complement of assessment tools. In addition, the candidate will also provide mentorship and coaching to students as needed and facilitate tutorial group learning sessions. The position will collaborate with the Undergraduate Medical Education office, Pre-clerkship Directors for Block 1, 2 & 3 as well as other pre-clerkship educators across the curriculum.

### Qualifications: Education, Training and Experience

1. Candidate must be a practicing clinician with a Medical Doctor Degree or equivalent.
2. Candidate must have a faculty appointment.
3. A desire and commitment to be part of a motivated core group of educators focused on the creation and delivery of high-quality pre-clerkship medical education
4. Commitment to building and continuously evolving teaching practices through ongoing self-assessment and longitudinal faculty development
5. A foundational understanding of social and structural determinants of health and a commitment to integrating such determinants into teaching content and practices.
6. Prior experience in curriculum development and/or teaching medical students, particularly at the pre-clerkship level is an asset.
7. An understanding and practice oriented around the foundational concepts of generalism is an asset.
8. Experience working with diverse patient populations and critical awareness of how social and structural determinants shape health and inequities is an asset.
9. Excellent teamwork and communication skills.
10. Completion of the CSM Teaching Excellence Program (TEP) or similar is an asset.

### Contact

A letter of application, accompanied by a detailed curriculum vitae and names of three referees should be directed to:

Dr. Amy Bromley, MD

Associate Dean, Undergraduate Medical Education

Cumming School of Medicine

Application can be sent via email to: [ume.manager@ucalgary.ca](mailto:ume.manager@ucalgary.ca)

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### APPOINTED BY:

Associate Dean, Undergraduate Medical Education (UME)

**TERM:** One year contract, renewed yearly based on performance metrics

### REPORTS TO AND ACCOUNTABLE TO:

Reports to the Associate Dean, UME with accountabilities to the Assistant Dean, UME, Pre-Clerkship

**TIME COMMITMENT:** 0.05 – 0.15 FTE (dependent on area of role)

### RESPONSIBILITIES AND DELIVERABLES:

1. Work with Directors and other Pre-clerkship Educators to map assigned clinical presentations and objectives longitudinally in the pre-clerkship curriculum.
2. Creation and ongoing quality improvement of all content for the assigned clinical presentations and objectives, including but not limited to
  - tutorial group cases and facilitator guides
  - large group sessions
  - Cards, and other assessment tools such as MCQ exam questions and OSCE stations.
  - Podcasts and vodcasts
  - relevant reading materials and other educational resources
3. Assume Captain of the week responsibilities at least twice per academic year (or more depending on FTE allotment).
4. Ensuring all curriculum content reflects the principles of generalism and promotes/achieves spirality by strategically building upon prior content throughout the pre-clerkship.
5. Work in collaboration with the Health Equity and Structural Competency group to integrate competencies and topics relating to structural competency and social justice inclusive of equity, diversity, and inclusion (EDI) throughout the curriculum, and ensure curriculum content is anchored around patients and their social contexts in ways that values and cultivates humanism, humanity, and humility.
6. Work with the clinical skills, anatomy, Indigenous health, health equity and structural competency, professional role, assessment and other relevant leads to optimize the integration and spirality of all content.



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**RESPONSIBILITIES (ONGOING):**

1. On an annual basis, review assigned weeks and update a minimum of 20% of content to reflect contemporary knowledge and practices.
2. Provide mentorship and coaching to students as needed.
3. Work with pre-clerkship educators to collaborate and provide feedback on content creation.
4. Facilitate large group sessions of the week your topic(s) is being covered and/or you are the captain. If you are unavailable for a session, you are responsible for the resource preparation and to find another pre-clerkship educator to cover the session.
5. Mandatory attendance at recurrent faculty development sessions with the community of practice and a commitment to reflective teaching practices

**SUPPORT DUTIES:**

UME Program Coordinators will maintain an inventory of instruction hours provided by faculty for the Associate Dean and Department Heads. This role and FTE will be recorded as part of the Faculty Performance Report (FPR).

**Approved by: Associate Dean UME  
Date: September 29, 2025**

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