

FAMILY MEDICINE CLINICAL EXPERIENCE CO-LEAD PRE-CLERKSHIP (YEAR 1 & 2) UNDERGRADUATE MEDICAL EDUCATION

Job Summary:

The Cumming School of Medicine at The University of Calgary is recruiting for Family Medicine Clinical Experience Co-Lead for the Pre-clerkship curriculum.

The incumbent will report to the Associate Dean, Undergraduate Medical Education, with accountabilities to the Assistant Dean, Pre-Clerkship and Director of the Professional Role course. This role will be expected to plan, coordinate and implement the FMCE component of the Professional Role course.

For a more detailed description of the role, please see job profile below.

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. Significant experience in and understanding of Undergraduate Medical Education (UME).
4. A desire and commitment to be part of a motivated core group of educators focused on the delivery of high-quality pre-clerkship medical education.
5. Commitment to building and continuously evolving teaching practices through ongoing self-assessment and longitudinal faculty development.
6. A foundational understanding of social and structural determinants of health and a commitment to integrating such determinants into teaching content and practices.
7. Prior experience in teaching medical students, particularly at the pre-clerkship level is an asset.
8. An understanding and practice oriented around the foundational concepts of generalism is an asset.
9. Experience working with diverse patient populations and critical awareness of how social and structural determinants shape health and inequities is an asset.
10. Excellent teamwork and communication skills.
11. 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

We would like to thank all candidates in advance for their interest and only those candidates selected for interview will be contacted.



**UNIVERSITY OF
CALGARY**

**CUMMING SCHOOL OF MEDICINE
UNDERGRADUATE MEDICAL EDUCATION (UME)
STATEMENT OF WORK**

FAMILY MEDICINE CLINICAL EXPERIENCE CO-LEAD, PRE-CLERKSHIP (MD PROGRAM)

APPOINTED BY:

Associate Dean Undergraduate Medical Education (UME).

TERM: Two years, renewable.

REPORTS TO AND ACCOUNTABLE TO:

Associate Dean, UME; Assistant Dean Pre-Clerkship, UME; Director of Professional Role.

TIME COMMITMENT: FTE 0.1

ADMINISTRATIVE ACTIVITIES:

1. Collaborates with the other Family Medicine Clinical Experience (FMCE) Co-Lead and the UME Program coordinator for FMCE in the planning, coordination and implementation of the FMCE component of the Professional Role Course.
2. The FMCE Co-leads will be responsible for reviewing feedback and plans for improvement to be discussed with the Director of the Professional Role and reported to RIME Pre-Clerkship Committee. Review course content including specific learning objectives and update as required. Changes should be discussed at the relevant subcommittee and tracked.
3. Participate in course related accreditation activities which may include data collection, assisting in preparation of documents and review meetings.
4. Collaborates with the UME Program Coordinator to ensure appropriate teaching materials are available to the students in electronic format.
5. Recruitment of faculty preceptors.



**UNIVERSITY OF
CALGARY**

**CUMMING SCHOOL OF MEDICINE
UNDERGRADUATE MEDICAL EDUCATION (UME)
STATEMENT OF WORK**

6. Responsible to ensure that faculty responsible for supervision and assessment of students are appropriately trained, informed of the educational principles of the school and oriented to the expected level of performance. This includes reviewing student feedback on preceptors and engaging UME leadership when relevant.
7. Responsible for reviewing student performance. This may require meeting with faculty preceptors and/or students when there are concerns. Assist in the planning of remediation of students identified to require additional support.
8. Attend meetings of the Professional Role Course.
9. Teaching sessions within the course to provide continuity and students the opportunity to engage with course leadership is encouraged.
10. Follow all relevant UME policies.

**Approved by: Associate Dean UME
Updated: January 7, 2025**
