



FACULTY OF | UNIVERSITY OF  
MEDICINE | CALGARY

## **General Pediatrics Residency Training Program Assistant Program Director (APD) Academic Curriculum**

The Department of Pediatrics is accepting applications for Assistant Program Director, Academic Curriculum, commencing April 1, 2025. Under the leadership of the Program Director, the APDs play a key role in the overall conduct, organization, and accountability of the residency program. The individual holding this position is accountable to the Program Director, General Pediatrics at the University of Calgary, Faculty of Medicine.

The overall mandate of the Assistant Program Director Academic Curriculum is to support and liaise with the Program Director and other Pediatric PGME leaders to ensure quality residency education and uphold the standards of the relevant accrediting college and regulatory bodies (e.g. College of Physicians and Surgeons of Alberta [CPSA]). Innovation in the delivery and administration of residency education is encouraged in the University of Calgary, Faculty of Medicine. The APD Academic Curriculum is primarily responsible to ensure the academic content of the General Pediatric Residency Training Program is robust, educationally sound, and meets the objectives of training as identified by the Royal College for a Pediatric Residency Training Program.

The Assistant Program Director Academic Curriculum will work together with the Program Director, other Pediatric PGME leaders (APD Clinical Curriculum, APD Academic Support and Lead Residents), administrators and members of the Residency Program Committee to achieve the goals and objectives of the program.

### **QUALIFICATIONS**

- Member of the University of Calgary, Faculty of Medicine with certification in the relevant discipline from the Royal College of Physicians and Surgeons of Canada [RCPC]
- Proven track record of excellence in postgraduate medical education (teaching, educational innovations or research)
- Working knowledge of the U of C Calgary Pediatrics residency training program;
- Residency advocacy skills and interests
- Working knowledge of the principles of adult learning and postgraduate medical education; advanced training in Medical Education is highly valued
- Strong communication, organizational, interpersonal and teamwork skills
- Leadership ability
- Ability to work independently and problem solve
- Experience in educational administration, and/or prior or current membership on the Residency Program Committee is an asset

## DUTIES

Specific duties of the **Assistant Program Director Academic Curriculum**, assisted by the Program Director, Residency program committee and Program Administrators include:

- Chair, Academic Curriculum Subcommittee
- Organization of Academic Half Day; this includes curricular mapping, schedule and session planning, preceptor recruitment, feedback review, monitoring AHD attendance, and addressing barriers/issues as they arise
- Organization of resident retreats, along with the resident retreat committee and Peds PGME team
- Organization of other educational events (i.e. PGME workshops, PALS, etc.)
- Organization of formative examinations (ABP, CPPD CITE exams) including planning sessions, vetting questions with national group, developing and recruiting faculty to write examination questions
- Organization and facilitation of program Career Nights
- Participation in the CBD steering committee and transition to CBD planning
- Member of Residency Program Committee
- Participation in ongoing Peds PGME Leadership team (PD, APD Clinical Curriculum, APD Academic Support, Chief residents, Program Administrators) meetings, including meetings Tuesday afternoons.

## RENUMERATION

This role will be allocated 0.2 FTE for those on AMHSP. For those on FFS remuneration will be in line with the usual PGME program leadership stipends. Start date is April 1, 2025.

## APPLICATION

Interested applicants should submit a letter of interest along with up to date CV to Dr. Leanna McKenzie, Deputy Department Head Education via email [leanna.mckenzie@ahs.ca](mailto:leanna.mckenzie@ahs.ca), no later than **February 28, 2025**.

Questions about this posting may be directed to [leanna.mckenzie@ahs.ca](mailto:leanna.mckenzie@ahs.ca) or [amelie.stritzke@ahs.ca](mailto:amelie.stritzke@ahs.ca)

Selected candidates will be invited for an interview **March 2025**.