

UNIVERSITY OF CALGARY

CUMMING SCHOOL OF MEDICINE

Office of Faculty Development

Director of Professional Growth and Career Development

Terms of Reference:

The Director of Professional Growth and Career Development (PGCD) will operate under the direction of the Associate Dean, Office of Faculty Development to support the continuing development and education of all clinical and non-clinical faculty at the Cumming School of Medicine involved in health sciences and health professions education, research, leadership, and practice. The role is a 0.3 FTE position available to faculty members within the CSM.

The Director will:

1. Design and lead career development programs supporting transitions through the various stages of the professional lifespan of faculty (early, career sustainability and late career transitions).
2. Build and lead the CSM Peer Coaching Program to support faculty to improve their skills in teaching, supervision, conflict resolution, and/or other professional challenges.
3. Cultivate a faculty development community within CSM through the identification of faculty development champions and the creation of a faculty development leads council to guide and support OFD professional development programming.
4. Collaborate with subject matter experts (both within and outside the CSM such as the Taylor Institute for Teaching and Learning, Precision Health Program, etc.) to prevent redundancy, ensure curriculum aligns with current industry trends, best practices, and ethical considerations.
5. Assist in assessment, evaluation, and scholarship of educational sessions.
6. Work alongside the OFD team to integrate principles of social accountability, social justice, anti-racism, and anti-oppression into faculty development initiatives.

Qualifications:

The ideal candidate will possess a compassionate, collaborative, and innovative approach to education along with experience in faculty development, teaching, curriculum development and leadership.

1. Demonstrates expertise in curriculum development and instructional design.
2. Demonstrates an outstanding record of teaching effectiveness and a commitment to teaching and learning.
3. Strong communication and interpersonal skills, with the ability to engage and collaborate effectively with diverse stakeholders including those in clinical environments.
4. Formal training in education (preferred), which may include a graduate degree, certificate course (example Teaching Excellence Program, Taylor Institute Academic Staff Certificate), or relevant training at local, national, or international levels.
5. Training, learning and demonstrated experience and commitment to integrate principles of social accountability, social justice, anti-racism and anti-oppression into educational initiatives.

6. Demonstrated experience in health professions education. Candidates should have at least 3-5 years' experience in teaching in various contexts and across different learner communities.

Relationships

Accountability

- Reports to the Associate Dean, Office of Faculty Development

FTE: 0.3

Term: 3 years, renewable