

Dear Members of the Promotions Committee,

I am writing to submit my application for promotion under the Clinical, Adjunct, and Research (CAR) pathway. I am currently appointed as a **CAR Assistant Professor**. My last promotion and initial appointment to **CAR Associate Professor** occurred in **2016**. In accordance with the CAR criteria, I identify **Administrative/Service** as my **primary pillar of academic activity** and **Education/Teaching** as my **secondary pillar**.

Since my last promotion, I have developed a sustained and impactful academic program characterized by leadership in distributed medical education, systems governance, and faculty capacity building, with complementary excellence in teaching and mentorship.

### **Summary of Significant and Impactful Contributions**

#### **Administrative / Service (Primary Pillar)**

- I have held senior educational leadership roles within a distributed residency training program, including long-standing service as a site-level education lead, with responsibility for learner assessment systems, remediation processes, admissions, faculty engagement, and alignment with national accreditation and competency-based standards.
- I have contributed at institutional, provincial, and national levels to curriculum reform and implementation in family medicine and rural training, including chairing and co-leading advisory committees, task forces, and working groups guiding residency outcomes renewal and distributed education strategy.
- My leadership has had systems-level impact, supporting consistent educational quality across training sites, strengthening governance structures, and enhancing recruitment, retention, and support of community-based clinical teachers.
- I have demonstrated community and civic leadership through advisory panels, boards, and policy-informed initiatives that advance rural education pathways, educational equity, and workforce sustainability, aligning with the university's mission of public service.

#### **Education / Teaching (Secondary Pillar)**

- I have delivered high-volume, longitudinal teaching across undergraduate and postgraduate programs in rural and distributed settings, providing sustained clinical supervision, assessment, coaching, and competency-based feedback to learners.
- I have led and contributed to faculty development initiatives that build the teaching and assessment capacity of community preceptors, supporting the implementation of competency-based education at scale.
- My teaching effectiveness and educational leadership have been recognized through multiple learner- and institution-nominated teaching awards, reflecting meaningful impact on learner experience and outcomes.
- Mentorship is a core component of my educational work, with sustained coaching and career guidance provided to medical students, residents, and early-career physicians, particularly those pursuing rural practice.

## **Advancing the University of Calgary**

My work advances the University of Calgary's missions of **teaching and service** by strengthening distributed education infrastructure, supporting high-quality learner experiences across regions, and enhancing institutional leadership in rural and community-based medical education. Through leadership roles and external engagement, I contribute to the university's national reputation in educational innovation, equity-focused training pathways, and socially accountable medical education.

Collectively, my contributions demonstrate sustained excellence, leadership, and verifiable impact aligned with the expectations for promotion to CAR Professor.

Thank you for your consideration.

Sincerely,  
[Your Name]