

Regional Academic Director – Schulich Medicine Distributed Education Lambton-Kent Academy



Purpose

The Regional Academic Director – Schulich Medicine Distributed Education will provide leadership in all educational programs and processes across the medical education spectrum in the Schulich Medicine Distributed Education-Lambton-Kent Academy.

Accountability

The Regional Academic Director (RAD) will report for all matters to the Assistant Dean, Distributed Education (AD DE).

Term

This Distributed Education Leadership role is for a five-year term, subject to renewal once on recommendation of the Assistant Dean, Distributed Education.

Time Commitment

This role demands 0.5 days per week, for a total of 2-2.5 days per month.

Duties

The Regional Academic Director – Schulich Medicine Distributed Education will address:

1. Operations:

Working at all times with the AD DE and the Operations team within the Office of Distributed Education, the RAD will:

- Advise the Assistant Dean DE on standard operating procedures that impact the delivery of Distributed Education in the academy
- Advise on matters of hospital & faculty relations to the AD DE.
- Contribute to the recruitment and retention of faculty in the academy
- Suggest candidates to the AD DE who may meet criteria for internal or external educator awards.
- Attend annual Undergraduate Medical Education (UME), Post Graduate Education (PGE) and / or Continuing Professional Development (CPD) strategic planning and educational retreats
- Represent Schulich Medicine Distributed Education on UME, PGME and CPD committees or processes as invited by the AD DE

- Link with Clerkship Rotation Directors and Residency Program Directors for the delivery of medical education for each specialty within the academy
- Visit academy health care facilities annually
- Facilitate admissions pipeline projects within the region (such as Discovery Week and Discovery Healthcare)

2. Communications

- Communicate with the AD DE on all matters of medical education arising in their academy
- Facilitate and advocate for communication with faculty in the academy on behalf of Schulich Medicine Schulich Medicine Distributed Education
- Advise on matters of IT systems integration between Schulich and its Schulich Medicine Distributed Education region partners

3. Research and Scholarly Work

- Serve as a local champion for School research and scholarly work in the academy.
- Link Schulich Medicine Distributed Education faculty with mentorship opportunities in research through the School resources
- Link learners with appropriate Schulich Medicine Distributed Education faculty supervisors for scholarly work
- Engage in personal professional development in medical education
- Collaborate with other Schulich Medicine Distributed Education Academy Leads on Research projects

Undergraduate Medical Education (UME)

- Monitor the implementation of UME course/rotation objectives and assessment taught in the academy by preceptors
- Improve existing learning rotations by:
 - Strengthening relationships with preceptors to support engagement with UME
 - Supporting processes of CPD in region to improve faculty development as educators
 - Advising on new and existing learning opportunities in the academy
- Serve as the resource/contact for UME non-curricular activities in the Schulich Medicine Distributed Education Academy, including but not limited to:
 - Summer Studentships
 - Discovery Healthcare Camp
 - Discovery Week
 - Orientation Week
 - Visiting student electives
 - Research

Post-Graduate Education (PGE)

- Facilitate the core and elective experiences of Schulich residents through:
 - Identifying preceptors
 - Identifying suitable training sites
 - Strengthening relationships with preceptors and sites to support their continued engagement
 - Building strong links with postgraduate programs through their program directors and residency program committees
 - Troubleshooting capacity and scheduling challenges
- Identify capacity and opportunities for elective residents from other medical schools
- Monitor the process of evaluating teachers and learners
- When requested by program directors, assess and monitor the suitability of training sites within the academy
- Link with program directors for issues related to PGE training in the academy

Continuing Professional Development (CPD)

- Collaborate, support and facilitate with the DE office to promote and publicize CPD events regionally
- Facilitate faculty development opportunities to improve teaching and champion novel approaches to distributing CPD and faculty development activities within their region
- Advocate for Schulich as the key source for continuing professional development in the region
- Advise on topics for and process to improve faculty development
- Monitor effectiveness and advise on improvement in CPD processes

Outcomes

The AD DE and Manager, Distributed Medical Education and Regional Strategy will review the RAD annually and this review will be shared with the AD UME and AD PGE.

This review will include deliverables such as:

- Faculty recruitment and retention
- Faculty CPD & CPD educational sessions in Academy
- UME and PGE teaching days
- Program recruitment and retention
- Learner evaluations of regional learning centers
- Scholarly work as applicable

The RAD- Schulich Medicine Distributed Education will undergo a 360 review with participants discussed between the AD RRCE and the RAD every 2 years.