

Job Posting

Job ID: 36379
Location: Vancouver - Point Grey Campus
Employment Group: Faculty (Non-Fac Assn)
Job Category: Clinical
Classification Title: Clinical Administrator
Business Title: Curriculum & Special Projects Lead, PHPM
VP/Faculty: Faculty of Medicine
Department: Popultrn&PublicHealth,Schoolof
Full/Part Time: Part-Time (30%)
Desired Start Date: 02/03/2020
Job End Date: 28/02/2022
Funding Type: Funded by Multiple Sources
Closing Date: 22/01/2020 **Available Openings:** 1

[Return to Previous Page](#)

The Curriculum and Special Projects Lead (C&PS Lead) for the Residency Program in Public Health and Preventive Medicine, will be responsible for completing projects which provide core pillars for the program that will enable a smooth transition to the new curriculum and long-term fulfillment of Royal College accreditation standards. Duties also include participation in PHPM residency program meetings and covering for the PD as needed.

The Curriculum and Special Projects Lead (C&PS Lead) works closely with the Program Director (PD) of the Public Health and Preventive Medicine (PHPM) residency program and the Residency Program Committee (RPC). While the PD and the RPC are responsible for collaborating to ensure overall excellence of the program and its delivery, the C&PS Lead is responsible for developing, and supporting the effective implementation of new processes as mandated by the Royal College of Physicians and Surgeons of Canada. A major focus will be the Competence by Design (CBD) initiative, a multi-partner, multi-phase, multi-project enterprise aimed at improving residency education, the exam process, the accreditation system and continuing professional practice.

The PHPM Residency Program aims to provide residents with the knowledge and skills to play leading and collaborative roles in the maintenance and improvement of the health and well-being of the community. Through interdisciplinary and inter-sectoral partnerships, the PHPM specialist assesses the health needs of populations and develops strategies for improving health and well-being, through health promotion, disease prevention and health protection.

The PHPM Residency program is offered through UBC's School of Population and Public Health (SPPH), which is a school located within the Faculty of Medicine. SPPH research emphasizes prevention, equity, and application of evidence to improve and maintain the health of the populations. The School provides training for undergraduate, graduate, and professional students across multiple degree programs, including an MPH, MHSc, MHA, MSc and PhD degrees and a new Certificate in Indigenous Public Health. School faculty are actively involved in a range of health-related research in areas such as Indigenous health, mental health and development of children and adolescents, and aimed at solving key population health challenges. SPPH is also engaged widely in global health issues and in partnerships across UBC, other BC organizations, and international partners.

The PHPM Residency C&PS Lead works closely with the PHPM Residency PD, and reports jointly to the Associate Director, Education of the School of Population and Public Health and to the Associate Dean of Postgraduate Medical Education in the Faculty of Medicine.

The PHPM program is supported by a full-time Senior Program Assistant.

Responsibilities and projects will be negotiated in relation to emerging priorities. They will include, but are not limited to:

1. Competence by Design (CBD): Develop infrastructure (tools, policies and processes) necessary for the program to transition into CBD in 2021. This includes, but is not limited to: curriculum map,

Rotation Specific Objectives, resident and faculty training tools/sessions, etc.

2. Continuous Quality Improvement (CQI): Develop and support the program to implement a solid CQI plan for the PHPM residency program that involves a regular review of all aspects of the program to ensure the quality and appropriateness of the educational program and alignment of resources.
3. Faculty Engagement: Work with the clinical faculty lead to develop and implement a plan for PHPM faculty engagement.
4. Assessment: Develop and implement a comprehensive assessment process for all aspects of the program including development of assessment tools, creation of assessment schedule and review process for assessments. Types of assessments include assessments of: residents, teachers, rotations, sites, AHD, learning environment, other.
5. Develop, renew and review all PHPM policies and ensure they are up to date in the orientation manual. Review all PGME policies and make adaptations where necessary to provide appropriate context for PHPM. Ensure all policies are distributed and/or approved as necessary.
6. Work with the PD to address any issues identified as concerns for the upcoming accreditation site visit, as well as any issues identified by the accreditors at the site visit or any future accreditation reviews.
7. Attendance at all RPC meetings and other PHPM meetings as required.
8. Cover PD duties when they are unavailable.

It is anticipated that the position will require the equivalent of 0.3- 4 FTE (1.5-2 days/week). There may be times when more than the allotted FTE is necessary (e.g. accreditation, CBD workshops). At a minimum there will be 3-4 times/year that in-person attendance is required.

Applicants must be eligible for BC medical licensure and certification in Public Health and Preventive Medicine from the Royal College of Physicians and Surgeons of Canada. Educational and administrative experience in residency training and expertise in CQI are preferred.

The successful candidate will have recognized leadership capacity, excellent communication skills, as well as a vision and commitment to building capacity in training public health physicians for leadership roles.

All applications should be submitted via <http://www.facultycareers.ubc.ca/> to the attention of:
Charlyn Black, MD, PhD
Associate Director, Education
UBC School of Population and Public Health

Equity and diversity are essential to academic excellence. An open and diverse community fosters the inclusion of voices that have been underrepresented or discouraged. We encourage applications from members of groups that have been marginalized on any grounds enumerated under the B.C. Human Rights Code, including sex, sexual orientation, gender identity or expression, racialization, disability, political belief, religion, marital or family status, age, and/or status as a First Nation, Metis, Inuit, or Indigenous person.

All qualified candidates are encouraged to apply; however Canadians and permanent residents will be given priority.

[Return to Previous Page](#)
