

MD Program – Undergraduate Medicine Education



MD Program Vacancies

Available Positions with Student Affairs

The mission of Student Affairs is to support the individual and professional growth of medical students throughout the undergraduate medical course. There are eight faculty advisors providing support in areas of career, academics and wellness. This is a collaborative, cohesive dynamic team; supported by a full-time office assistant and half-time coordinator who are very familiar with the students' trajectory through medical school.

Career Advisor - 90 half days

As one of three career advisors:

- To assist medical students in career development, exploration of medical career options, choice of specialty(ies) and application to residency (following the Careers in Medicine four-step approach).
- To work closely with Academic Advisors and Faculty Wellness Advisors in the Learner Wellness Centre, Office of Student Affairs.
- To be familiar with up-to-date CaRMS match statistics and trends.
- To participate in the development and delivery of the career's curriculum across all 4 years.
- To participate in structured 1:1 career meeting with second- and third-year students.
- To be available one-half day per week for individual career appointments.
- To be available for Individual CaRMS Interview Prep (2 -4 half days) prior to CaRMS interviews.
- To collaborate with course directors, clerkship directors and residency program directors.
- To be available on Pre-match and Match Day from 12pm onwards to assist unmatched students and to provide support for application to second iteration.

Time commitment 1 day per week.

Interested faculty members should contact Dr. Renee Fitzpatrick, Assistant Dean Student Affairs.

renee.fitzpatrick@queensu.ca

Wellness Advisor - 90 half days

As one of three advisors:

- To provide personal advice and support for students in distress.
- To direct students to appropriate medical care when necessary and at times to facilitate access.
- To liaise with Student Accessibility Services for students needing accommodations.
- To liaise with the embedded counsellor for medical students at Queen's Wellness Centre.
- To advocate for individual students on a number of committees including Progress and Promotions and Professional Advisory Committee.
- To participate in the development and delivery of the Wellness curriculum.

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- To participate in structured individual meetings with all first- and third-year students to discuss and track individual wellness.
- To be available one-half day per week for individual wellness appointments.
- To collaborate with course directors, clerkship directors and residency program directors.
- To be available on Pre-match and Match Day from 12pm onwards to support unmatched students.

Time commitment 1 day per week.

Interested faculty members should contact Dr. Renee Fitzpatrick, Assistant Dean Student Affairs.
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Course Director, Clinical & Communication Skills, Term 3

This faculty member will lead our clinical skills curriculum in the 3rd term of medical school (the first half of 2nd year) with the support of the Director of Clinical skills, and a very strong clinical skills team. Responsibilities include oversight and review of existing curriculum, the orientation of students and tutors, review of student performance, and design of a formative OSCE. Students have already learned the basics of history-taking and performing a physical examination in the first year, and the focus in this part of the curriculum is on the development of clinical reasoning and the introduction of more advanced interviewing and communication skills. This role is suited for faculty members with a generalist background, particularly those with an interest in supporting the development of the clinical approach with patients, and clinical reasoning in particular. This role requires a commitment of 45 half-days per year, and faculty members must be available availability on most Tuesday afternoons from September to mid-December. Planning for the term occurs over the spring and summer, but the timing for this aspect is flexible.

Interested faculty members should contact Dr. Michelle Gibson, Assistant Dean, Curriculum, at
gibson@queensu.ca

Director, Facilitated Small Group Learning

Facilitated Small Group Learning (FSGL) is an inquiry-based form of learning that develops self-directed and collaborative learning skills applicable to clinical practice. FSGL is a modified form of Problem-Based Learning (PBL) in which students are assigned to a small group of learners with a tutor to work through the assigned cases. The Facilitated Small Group Learning (FSGL) Director is responsible for the educational leadership of FSGL within the Queen's Undergraduate Medical Education (UGME) Program. They will administer this aspect of the curriculum, which includes orienting students and faculty, reviewing and revising cases in collaboration with subject matter experts, monitoring student progress,

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and overseeing the day-to-day operations of FSGL. This role requires a commitment of 45 half-days per year, including preparatory work over the summer, but the timing is generally flexible.

As the core of FSGL is grounded in generalist approaches to common clinical presentations, including the approach and management in both acute and non-acute situations, this role is suitable for individuals from the College of Family Physicians, including physicians practicing in community roles.

Interested faculty members should contact Dr. Michelle Gibson, Assistant Dean, Curriculum, at gibson@queensu.ca

Competency leads:

We are looking for 2 competency leads. These faculty members are responsible for oversight of relevant learning objectives, by way of working with course directors and other curricular leaders to enhance the teaching and assessment of these roles in our curriculum. Competency leads often work together as there are natural links between many different of these roles. The time commitment is for 45 half-days over the course of a year, but the timing of this is reasonably flexible.

Interested faculty members should contact Dr. Michelle Gibson, Assistant Dean, Curriculum, at gibson@queensu.ca

Communicator Lead:

The Communicator lead will review how we teach and assess communication objectives across our curriculum, to ensure our students are excellent communicators in many different settings. This includes looking at communication in different contexts such as with patients, families, health care professionals, colleagues, and the community.

Scholar Lead:

The Scholar lead will review how we teach and assess our students in domains related to life-long learning, which encompasses all relevant skills from a critical appraisal of the literature, to the process of knowledge creation. This role also addresses students' skills for self-assessment and ensures they have the skills to implement a plan to address their own personal learning needs throughout their careers. The scholar lead will also run the annual Research Showcase, booked this year in November 2022.

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Committee members: Teaching, Assessment, and Learning Committee

This is a newly created committee that will oversee the development of policies and procedures related to best practices in instructional methodologies and student assessment. It will also oversee the longitudinal integration of clinical presentations and objectives across the curriculum. The committee will meet approximately 10 times per year for 1-2 hours, by Zoom.

We are seeking faculty members with a passion for undergraduate medical education to sit on this committee. Specifically, we are looking for:

- One faculty member representing a Scientific Foundations Course
 - Three clinical faculty members who have experience in either pre-clerkship, clerkship, or both.
- This opportunity is also open to regional faculty members.

The chair of this committee will be drawn from the membership, so faculty members who have expertise in aspects of teaching and learning may wish to consider this opportunity as well. Committee members will be appointed for a 3-year term.

Interested faculty members should contact Dr. Michelle Gibson, Assistant Dean, Curriculum, at gibson@queensu.ca

Teaching, Assessment and Learning Committee TOR

Committee members: Course and Faculty Review Committee

Three members are needed for this committee that reviews course evaluations in order to make recommendations to the curriculum committee. These positions are open to any faculty members who have familiarity with UGME. This committee meets approximately six times per year for 1-2 hours with an additional need for electronic review between meetings. Participants can attend in person or virtually. Successful committee members would be appointed for a 3-year term.

Interested faculty members should contact Dr. Michelle Gibson, Assistant Dean, Curriculum, at gibson@queensu.ca

Course and Faculty Review Committee TOR

Specific curricular events:

Clerkship OSCE lead:

This is a new UGME position. This faculty member would work with our established OSCE support team and clerkship course directors to design and implement an OSCE for clinical clerks, once a year. This is a

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new position, ideal for a faculty member interested in student assessment who would like to be more involved in UGME. The position is well-supported by an experienced and robust OSCE team, including support for logistics, training of standardized patients, and assessment expertise. This role would require the individual to devote approximately 12 half-days of work before the OSCE for planning, attendance on the day of the OSCE, and 5 half-days afterward to review assessment data.

The date of the clerkship OSCE for the 2022/2023 academic year will be on September 21 2022.

Interested faculty members should contact Dr. Michelle Gibson, Assistant Dean, Curriculum, at gibson@queensu.ca

