



Department of Psychiatry

Psychiatry Residency Training Program, Associate Program Director

Job Description

The Associate Program Director (Curriculum & Evaluation) forms an essential part of the leadership team for the core Psychiatry Residency Training program. The leadership team assists the chair of the Department in fulfilling the mission, vision, and goals as these relate to the Psychiatry Residency Training program.

REPORTING STRUCTURE

The Associate Program Director (APD), via the Program Director, reports to the Chair of the Department of Medicine (or his/her designate) and to the Vice Dean, Postgraduate Medical Education.

TERM & APPOINTMENT PROCESS

The APD should be selected by the Department Chair in consultation with the Program Director. This is a three year appointment and may be renewed if agreeable to both parties. Renewal is dependent upon satisfactory performance or as modified during the annual review process. The maximum duration of service, including all renewals, is nine years.

Duties and Responsibilities

The Associate Program Director, with support from RPC, will prepare and implement the new psychiatry curriculum mandated by the Royal College of Physicians & Surgeons.

The primary responsibilities are:

- Lead the transition to a Competency by Design curriculum.
- Assist the RPC in the development, organization & implementation of the new academic program including the didactics and interview skills.
- Lead/Chair the Competency Committee in the evaluation and promotion of residents.
- Assist in the development and oversight residents' individual learning plans/ remediation.
- Assist in key roles in the training program including attending meetings for COPE, the RPC, CaRMS, ad hoc committees and attend in lieu of the program director as needed.

Qualifications

The ideal candidate will have a certification with the RCPSC and be a University of Ottawa faculty member in good standing. The candidate must hold a minimum of a 0.5 FTE at a fully-affiliated hospital, affiliated research institute, or community-affiliated hospital. Additional assets include a track record demonstrating commitment to education, good interpersonal skills, organizational abilities, self-directedness, and good problem solving skills. Additional training/experience in education and/or administration is an asset as is the ability to adapt to a changing educational and clinical landscape.

Date: July 7, 2022



Time commitment and remuneration

Applicants should commit one day per week which includes regular office hours, plus occasional after-hours work and other responsibilities. Workload varies throughout the year. Remuneration is at the university rate of one day per week (\$50 000/year) paid in part from Departmental and in part from RPC funds. Administrative support will be provided.

Term

The term is for a period of 3 years with the possibility of renewal. There will be annual reviews with the Program Director. An extensive review will be held in year 2 of the term should the incumbent wish to pursue a second term.

Date: July 7, 2022