

Undergraduate Medical Education (UGME) Program Leadership Position Director, Research and Scholarship

The UGME Program Director of Research and Scholarship will work to improve the research and scholarship opportunities and experiences of medical students in the MD Program of McMaster University's Michael G. DeGroot School of Medicine. The Director will demonstrate a commitment to advance the priorities and principles of the MD Program with respect to student research, including supporting: medical student understanding of research principles as they apply to clinical practice, medical student engagement in scholarly activities and research, and exploration of medical careers that include research.

The MD Program is offered across a distributed medical education (DME) network, including our three core campuses. The Director will focus on the development and maintenance of program-wide resources and activities that apply to all sites, as well as programming specific to the Hamilton Campus. Analogous Research Leads in the Regional Campuses have developed resources and programming that are largely offered locally within their respective campuses. The Director will work closely with the Regional Campus Leads to explore programmatic synergies and to optimize resource capacity across the distributed network.

The ideal candidate will have a strong interest and experience in medical education, graduate education and research. The primary curricular delivery method of McMaster's MD Program incorporates problem-based and self-directed learning approaches. Even though there is no mandatory research expectation in the program, students are involved in a range of research and scholarly activities.

Major Responsibilities:

1. Nurture important collaborations, including with:
 - a. Research Leads in Regional Campuses, Departments and Schools;
 - b. Director of the MD/PhD Program;
 - c. Professional Competencies Domain Planner in Medical Decision-Making
 - d. Director of Service Learning & Chair Leadership Development
 - e. Medical student Interest Groups with a research and scholarship focus;
 - f. Medical student leads of Interest Groups, McMaster University Medical Journal (MUMJ), and McMaster Medical Student Research Day (MMSRD)

- g. Associate Deans of Research and Graduate Studies as appropriate; and,
 - h. Local Research Ethics Boards as appropriate.
2. Develop and maintain programming to engage and support medical student participation in research and scholarship, including:
 - a. Develop partnerships with researchers throughout the University and Faculty who are interested in supervising medical student research;
 - b. Work with medportal learning management system to maintain a research resource for students to facilitate connecting medical students with interested supervisors;
 - c. Work with Chair of Leadership in support students Area of Focused Professional Development within Research & Scholarship
3. Develop a variety of programs to encourage medical student participation in research which will include:
 - a. Journal series, horizontal electives, etc. to introduce students to principles of research as they apply to topics they are learning in other aspects of the Program,
 - b. Research electives – horizontal and block,
 - c. Research enrichment periods
 - d. Curricular components related to how research principles apply to practice
 - e. Area of Focused Professional Development in Research & Scholarship
 - f. Certificate and Masters programming.
4. Support medical students in:
 - a. Publishing the McMaster University Medical Journal, and,
 - b. Producing the McMaster Medical Student Research Day.
5. Mentor medical students with respect to research, scholarship, and research careers in medicine.
6. Oversee selection processes for medical student research awards, bursaries and invitation-only conferences.
7. Oversee the administration of research and scholarship Enrichment Periods.
8. Chair the UGME Program Protocol Review Committee including development

and oversight of the process for reviewing research protocols that require medical student participation or MD Program resources.

9. Contribute to the program evaluation around research including:
 - a. Ensuring alignment with accreditation standards (<https://cacms-cafmc.ca/>)
 - b. Annual reporting to UGME executive and UGME annual report
 - c. Regular review of research and scholarship as part of the Curriculum Review process

10. Member of the MD/PhD Committee, Electives Committee, Area of Focused Professional Development Committee

Appointment: The UGME Program Director of Research and Scholarship is appointed by the Associate Dean, UGME on the authority of the UGME Program Executive Committee. The UGME Program Director of Research and Scholarship reports to the Associate Dean, UGME and the UGME Program Executive Committee.

Eligibility: The UGME Program Director of Research and Scholarship must have a current faculty appointment with McMaster University; or must be in the process of securing a faculty appointment; or must be assured a faculty appointment before beginning her/his first term. The applicant must be in good standing with her/his academic and/or clinical associations (e.g. universities; hospitals or other clinical settings; and health regulators), both past and present. Preference will be given to applicants who have Masters, PhD, or extensive research experience.

Time Commitment & Stipend: The expected time commitment is approximately 1 day per week throughout the year with an appropriate stipend. This leadership role is attributed 400 hours of indirect academic contribution per year. The Director of Research and Scholarship will be supported by a senior level administrator.

Term: The appointment is for a three-year term and is renewable following review by the Assistant Dean, UGME on the authority of the UGME Program Executive Committee.

Interested applicants for this position should submit a cover letter and CV to Ms. Suri Wang (wangs601@mcmaster.ca) addressed to Dr. Matthew Sibbald, Assistant Dean,

UGME (matthew.sibbald@medportal.ca) prior to July 15, 2023. The cover letter should outline experience and skills the applicant would bring to the position and the applicant's vision for his/her first term in the position. Applicants are encouraged to speak with MD Program and other leaders for perspective on the role.

Please feel free to contact us at the emails above or at 905-525-9140 ext 22141 for further clarification or information. Interviews will be conducted in July 31st 2023 with an anticipated start date in September 2023.

In keeping with McMaster's commitment to employment equity within its community, the Undergraduate Medical Education Program (UGME) encourages all existing faculty members¹ appointed to the Faculty of Health Sciences, including women, persons with disabilities, First Nations, Métis and Inuit persons, members of racialized communities and LGBTQ-identified persons to apply for this leadership role. Applicants requiring any form of accommodation throughout the selection procedure are asked to contact the UGME program office, c/o Suri Wang (wangs601@mcmaster.ca) or 905-525-9140 x 22141.

¹ Applicants for this position should hold an academic appointment within the Faculty of Health Sciences or be eligible for a part time academic appointment as outlined here: http://www.mcmaster.ca/policy/faculty/Appointments/SPS_A4-OtherAppointments-HealthSciences.pdf