

Call for Applications for Program Director, MD/PhD Program, McMaster University

As co-chairs of the selection committee, Drs. Steven Hanna and Rob Whyte invite interested candidates to apply for the position of Program Director for the MD/PhD Program. This appointment will be for a five-year term with the possibility of renewal. The position is available immediately, with a start date to be negotiated.

The candidate for this position must be a current McMaster University faculty member, be an active researcher and physician within the Faculty of Health Sciences, and have experience supervising PhD students at McMaster. Candidates who are not physicians but have extensive knowledge and experience with undergraduate medical education at McMaster may be considered. The candidate should be familiar with the McMaster University MD and MD/PhD programs, with knowledge, understanding and insights on clinician scientist education. The applicant should be capable of functioning as an excellent mentor for students who are in the MD/PhD program. They should have experience in graduate education and research training, demonstrated success in networking and collaboration, and excellent interpersonal and communication skills.

The diversity of our community and workforce is at the core of our innovation and creativity and strengthens our research and teaching excellence. In keeping with its Statement on Building an Inclusive Community with a Shared Purpose, McMaster University strives to embody the values of respect, collaboration, and diversity, and has a strong commitment to employment equity. The University seeks qualified candidates who share our commitment to inclusive excellence and who will contribute to the diversification of ideas and perspectives. We especially welcome applications from First Nations, Métis and Inuit peoples, members of racialized communities (“visible minorities”), persons with disabilities, women, and persons who identify as members of the diverse 2SLGBTQI+ community. The ideal candidate will have a breadth of experience working with a diversity of peoples, and they will bring lived experience to their work with and for members of historically and contemporarily underrepresented groups.

The application package must include an updated Curriculum Vitae and a two-page statement of interest. This statement should include an overview of your leadership experience as well as a brief overview of contributions you have made in relation to advancing equity, diversity, and inclusive excellence in teaching, research, or clinical service within higher education, community-based, or other professional settings.

All applications will be treated in the strictest confidence and can be submitted to the selection committee chairs at the following email: fhsggrad@mcmaster.ca. Applications should be received no later than **January 30, 2024**.

A detailed description of the position can be found in the Terms of Reference.

Terms of Reference Director, MD/PhD Program

The Director of the MD/PhD program will lead this innovative, coordinated program of advanced study, ensuring that those students jointly pursuing MD and graduate training at McMaster University experience the optimal research environment and opportunities which will prepare them for a future career as a clinician scientist. As the leader of this training program, the MD/PhD Director will be responsible for all aspects of the Program and will maintain and expand the reputation, quality, and innovation of this clinician scientist training pathway.

The appointee will work collaboratively with the leaders of the Undergraduate MD Program and the leaders of participating graduate programs at McMaster University to promote the recruitment, education and welfare of MD/PhD students; enhance the quality of their coordinated MD and PhD training; and provide a channel of communication between MD/PhD students, MD and graduate programs, MD and graduate program faculty, and the Department Chairs that support the participating programs. This role may include potential partnership with additional graduate programs going forward. This collaboration ensures that the highest quality students are admitted to the MD/PhD program and that these students have optimal supports and experiences for their combined PhD and MD studies.

The MD/PhD Director reports to both the Vice-Dean and Associate Dean of Graduate Studies (Health Sciences) and the Vice-Dean, Education for Health Sciences. and will recognize that their role involves close collaborations with the Associate Dean of Undergraduate Medical Education (UGME) and the Assistant Deans and Directors of the supporting graduate programs. The Director consults and informs the MD/PhD Advisory Board for the program. These collaborations will ensure that the MD/PhD Program has the resources, finances and faculty complements for the program's operations, committee work and membership, or other tasks considered important for support of this combined program.

The average expected time commitment is approximately a half-day per week, with short periods of greater activity.

Responsibilities include, but are not limited to:

- Collaborating with Assistant Deans/Directors and other faculty leaders involved in clinician scientist training at McMaster University to develop programming that optimizes MD/PhD student preparation for an academic career.
- Oversight of MD/PHD program policy and shepherding the review and approval of policy changes in collaboration with program leaders in UGME and the participating graduate programs, through appropriate governing bodies, including the Graduate Policy and Curriculum Council (GPCC), Health Sciences Education Council, FHS Faculty Executive, Undergraduate Council and Graduate Council.
- Advancing the Faculty of Health Sciences' priorities related to Indigenous Reconciliation and Equity, Diversity, and Inclusion as applied to the MD/PhD Program. Developing one's own leadership knowledge and skills with respect to these priorities.
- Coordinating and optimizing the MD/PhD admissions process in collaboration with the

MD and graduate programs. The MD/PhD Director will sit on the MD Admissions Committee. They will liaise with the MD program admissions, and Assistant Deans/Directors of the graduate programs, to facilitate the admissions process and to seek successful recruitment of the highest quality students to the combined program.

- Ensuring that the participating graduate programs, the potential supervisors of MD/PhD students, and supervisory committee members, are aware of the unique aspects of the MD/PhD program.
- Liaising with the program's faculty and students, and with the Director of Student Advising in the MD Program, to facilitate the matching of MD/PhD students with suitable MD program Advisors.
- Working closely with the Associate Dean, UGME and the Assistant Deans/Directors of graduate programs to support and advise individual learners within the MD/PhD Program to navigate transitions between MD and PhD training, support learners with issues particular to the MD/PhD Program, and to support learner success throughout the program, including timely completion of the MD/PhD degree.
- Advocating for stable, competitive funding for MD/PhD students locally and at a national level.
- Collaborating with leads of other MD/PhD degree programs in Ontario and Canada to address joint priorities and to coordinate programming where appropriate.
- Chairing regular meetings (minimum twice yearly) of the MD/PhD Program Committee. This committee will review proposed changes to the MD/PhD program and will consider various issues raised by existing MD/PhD students and committee members.
- Facilitating educational research, development, and evaluation in the MD/PhD program, and in relation to other programs, as appropriate.
- Participating in institutional program quality reviews and accreditation processes; and working directly with Vice-Deans and relevant program leads to address program quality and accreditation deficiencies.

The Director will sit on the FHS Graduate Programs Executive Committee and on the Undergraduate Medical Education (UGME) Program Research Committee which is chaired by the Director of Research and Scholarship of the UGME Program.

Selection and Terms of Office

The successful candidate will be appointed by Faculty of Health Sciences Executive Council following a review and recommendation by a selection committee co-chaired by the Vice-Dean and Associate Dean of Graduate Studies (Health Sciences) and the Vice-Dean, Education (Health Sciences). The term of the appointment will be for a period of five years, with renewal subject to a favourable review.