Assistant Dean  
_Distributed Medical Education (DME)_  
_Leadership Position (Internal Search)_

This is a 3-year term (renewable) position as a part of the senior management team of the Faculty of Medicine.

Candidates for the position must be Certificants of the College of Family Physicians of Canada or Fellows of the Royal College of Physicians and Surgeons of Canada.

The successful candidate will have an appointment with the Faculty of Medicine; experience in rural practice and administration; demonstrated leadership and communication skills; experience as a clinical faculty member/preceptor and demonstrated engagement in matters affecting rural or remote learning environments.

The Assistant Dean DME reports to the Associate Dean, Undergraduate Medical Education and the Associate Dean Postgraduate Medical Education. As well, the Assistant Dean, DME is expected to maintain an effective working relationship with the clinical disciplines, the office of Professional and Educational Development (OPED), Regional Health Authorities, the Communications Office and the Development Office. The incumbent will: implement and monitor the MD program curriculum in rural and regional settings; provide support and direction to the Coordinator, Distributed Medical Education in the recruitment of faculty members/preceptors and clinical sites for the MD program curriculum; provide oversight to Distributed Medical Education programs to ensure academic effectiveness and administrative efficiency; promote and engage in scholarship in education; and perform other duties as detailed in the position description. The position requires travel, for example, throughout Newfoundland and Labrador, and participation in meetings through the use of remote meeting technology.

The Assistant Dean, DME may choose to be located in any area throughout the province provided that the travel requirements of the position can be met in a cost effective and socially responsible manner. Administrative Support will be provided through the Office of Distributed Medical Education.

Memorial University is committed to employment equity and diversity and encourages applications from all qualified candidates, including women; people of any sexual orientation, gender identity, or gender expression; Indigenous peoples; visible minorities, and racialized people; and people with disabilities.

Interested individuals should direct their inquiries and/or applications along with three references on or before July 10, 2020 to:

Joan Fillier, Secretary to the Vice Dean  
Dr. Cathy Vardy  
joan.fillier@med.mun.ca