We respectfully acknowledge the territory in which we gather as the ancestral homelands of the Beothuk, and the island of Newfoundland as the ancestral homelands of the Mi’kmaq and Beothuk. We would also like to recognize the Inuit of Nunatsiavut and NunatuKavut and the Innu of Nitassinan, and their ancestors, as the original people of Labrador. We strive for respectful relationships with all the peoples of this province as we search for collective healing and true reconciliation and honour this beautiful land together.

The Faculty of Medicine has an exciting senior leadership opportunity for a full-time faculty member who has demonstrated exceptional leadership and administrative skills, and a commitment to innovation in medical education.

Reporting to the Vice Dean, Education and Faculty Affairs, the Associate Dean Undergraduate Medical Education (UGME) will have a major role in the education of Memorial University’s medical students in their preparation to become physicians, and will ensure that the Undergraduate Medical Education (MD Program) conforms to the accreditation standards of CACMS. The Associate Dean, along with the undergraduate medical education management team, is expected to oversee the operation of the UGME (MD Program). This will include implementing policy pertaining to the UGME curriculum and student performance, in addition to providing leadership for pedagogical innovation in medical education and other roles/responsibilities outlined in the attached job description. The Associate Dean chairs the Undergraduate Medical Education Studies (UGMS) Committee and participates in a number of other governance and education committees within the Faculty of Medicine. The Associate Dean will have major participation and leadership in the preparation for CACMS next accreditation survey in April and May 2022. This is a three-year term (renewable) position as a part of the senior management team of the Faculty of Medicine and requires a time commitment of four days per week.

The position of Associate Dean, Undergraduate Medical Education (MD Program) is open to a full-time faculty member at the rank of Associate Professor or Professor in the Faculty of Medicine. The successful candidate will have experience in Undergraduate Medical Education (MD Program) curriculum development and administration, leadership and communication skills and experience with or working knowledge of current accreditation processes used by the Committee on Accreditation Canadian Medical Schools (CACMS). The preferred candidate would also be required to be a MD/Clinician, however, a Ph.D. candidate would be considered.

The Faculty of Medicine 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 to Ms. Rhonda Marshall (see information below) on or before October 1, 2021. Applications will include a cover letter, CV and the names of three referees. Candidates are asked to describe, within their letter of application, their commitment to and demonstrated experience advancing equity, diversity and inclusion in post-secondary education, community-based or other professional settings. Candidate interview accommodations are available. For further information please contact equity@mun.ca

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