

FACULTY AFFAIRS**POSITION:** Associate Dean (Clinical Faculty)**TERM OF APPOINTMENT:**

Three (3) years with the potential for renewal following discussion with the Vice-Dean and the Dean, Faculty of Medicine and Dentistry (FoMD), the length of the second term to be dependent upon the needs of the program, the Faculty and the incumbent, to a maximum of 5 years.

REPORTS TO: Vice-Dean (Faculty Affairs)**PURPOSE:**

The University, Faculty of Medicine and Dentistry, requires a coordinated approach among teaching, research and clinical delivery in healthcare. To that end, the role of Associate Dean, Clinical Faculty, is to promote collegial engagement and collaboration with community-based Clinical Faculty and recognition of their contribution to medical and dental education, research and clinical care. Clinical Faculty members are defined as "...practicing physicians/professionals who have a non-salaried, clinical appointment at the University of Alberta..."

General Responsibilities: Listed in the *2017 Overarching FoMD Position Description: Associate Deans*

Portfolio Responsibilities:

1. Lead the interactions of Clinical Faculty (both Medical and Dental) within the FoMD
2. Lead the development and maintenance of standardized FoMD expectations and requirements for clinical re-appointments and credentialing
3. Chair the Clinical Faculty Promotions Committee and oversee promotion process, appeals
4. Introductory orientation of Clinical Faculty with AHS appointments up to every quarter
5. Collaborate with the Director, Office of Rural & Regional Health, to coordinate educational matters relating to rural Clinical Faculty
6. Collaborate with the Associate Dean, Lifelong Learning for Clinical Faculty, and the Associate Dean, Faculty Development, to improve the teaching and clinical care delivered by Clinical Faculty
7. Promote the recruitment, engagement and recognition of Clinical Faculty (with the FoMD, the Government of Alberta (Alberta Health), AHS, and the Alberta Medical Association (AMA))

Strategic Initiatives:

Contribute to the on-going implementation of the FoMD Strategic Plan, as relevant and appropriate for the portfolio

Other Portfolio-Specific Responsibilities:

1. Work with the Chairs of Clinical Departments on matters of engagement, promotion and recognition for Clinical Faculty
2. For Clinical Departments where a Clinical Faculty Representative has been named, act as the coordinator for the two-way communication of feedback relative to needs, policies and other initiatives affecting Clinical Faculty
3. Provide a voice for Clinical Faculty at the Dean's Executive Committee, through the Vice-Dean (Faculty Affairs)
4. Represent the FoMD at Edmonton Zone Medical Staff Association meetings
5. Manage and Communicate a standardized clinical appointment mechanism for applicable FoMD Departments
6. Confirm that FoMD Department policies and procedures align with the clinical appointment mechanism for Clinical Faculty

Liaise with:

1. Chairs of Clinical Departments
2. Dean's Executive Committee
3. AHS, Hospital Directors
4. PGME Council
5. UME Committees, as deemed appropriate by Vice-Dean, Education
6. Leadership of FoMD, as appropriate

Committee Responsibilities:

1. Faculty Affairs Committee
2. Clinical Chair's Committee
3. Faculty Executive Council
4. Faculty Development Committee

Direct Reports:

None