



Family Practice Residency Program

Lead Faculty for Scholarship

Education Deliverables

The Lead Faculty for Scholarship is responsible for coordination and quality of UBC Family Practice Residency Scholarship requirements across all sites.

Responsibilities include:

- a) Support Site Faculty for Scholarship
 - regular communication with Site Faculty including meetings, teleconferences, site visits
 - dissemination of resource materials
 - assuring that accreditation standards for Scholarship are being met at every site.
- b) Communicate with Site Directors as required, particularly regarding performance of Site Scholar faculty, new curriculum scholarship initiatives, or issues regarding resident performance.
- c) Develop the infrastructure for effective functioning of scholarship and research processes (e.g. Research Ethics Review processes, Residents' Scholarship Day, PIP/CQI, Resident Projects). Collaborating with the UBC DFP academic research resources (e.g. UBC DFP Research Office, DFP Research Director and UBC DFP academic faculty)
- d) Coordinate remediation process for residents who are not meeting Scholar expectations.
- e) Collaborate with EBM Lead faculty
- f) Help to develop and implement program-wide policy relevant to postgraduate scholarship
- g) Chair Scholarship (ERI) committee meetings.
- h) Organize Scholarship Day with support from Program administration
- i) Organize awards selection for research awards (Departmental and National)
- j) Ensure that faculty development needs are identified so that faculty have effective scholarship and teaching skills to provide appropriate support for site residents.



- k) Attend regular meetings of Lead Faculty (monthly) and Postgraduate Education Committee meetings (3x yearly)
- h) Liaise with Scholar leads from Family Medicine programs across the country by attending national and international conferences.. (e.g., FMF)
- i) Prepare accreditation and Internal Review documents as they pertain to research, EBM, and informatics. Meet with accreditation teams as required.

Time required: FTE 0.2-0.4 (the job is currently “job shared”)

Reports to: Dr Willa Henry- Postgraduate Program Director

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