The Department of Orthopaedics at The University of British Columbia (UBC), Vancouver, Canada, invites applications for the role of Residency Program Director. This is a 0.40 FTE position (2 days per week) effective July 1, 2022, for a five-year term with the possibility of renewal. The position is expected to be filled by a candidate internal to the Department of Orthopaedics.

The Orthopaedic Surgery Residency Program at UBC is accredited by the Royal College of Physicians and Surgeons of Canada. Currently the program includes 40 faculty, 25 residents, 9 university-affiliated hospitals, and more than 300 beds available for educational purposes. Our training program offers a comprehensive and highly integrated residency experience in clinical care and research. The Residency Program Director will report to the Head of the Department of Orthopaedics and the Associate Dean of the Postgraduate Medical Education Program and will be responsible for the overall conduct and implementation of the Orthopaedic Residency Program. They will ensure that a clear program plan is in place and that the program meets accreditation standards. The incumbent will champion a perspective of continuous quality improvement for the program and will support the creation of an environment where trainees thrive and have a superior educational experience. To facilitate a seamless transition, the successful applicant will take on increasing responsibility for various aspects of the program over a six-month term under the guidance and training of the current Program Director. This will culminate in a full transition to the role upon mutual agreement.

Applicants must be certified in Orthopaedic Surgery by the Royal College of Physicians and Surgeons of BC and be licensed by the BC College of Physicians and Surgeons. The successful candidate will bring strong leadership and program administration skills. They will be a collaboratively spirited colleague with a demonstrated ability to effectively communicate and interact with empathy, understanding, and respect of diverse and divergent perspectives and behaviours. They will work in a collaborative and inclusive manner, fostering equitable experiences and a respectful learning environment for all staff and residents. They will be a strong advocate for the educational and wellness concerns of residents. They will have a record of accomplishments that demonstrates commitment to medical education and continuous quality improvement, and evidence of ability in teaching. Expertise and/or certification in education will be considered an asset. A faculty appointment in the Department of Orthopaedics and a hospital appointment as an orthopaedic surgeon is required.

A detailed position description is available for those who wish to review it. Please enquire at the email address below.

A letter of application, accompanied by a detailed curriculum vitae, and three letters of reference addressing teaching, administrative service, and experience fostering collaboration and inclusiveness should be directed to:

Kishore Mulpuri,
Department Head, UBC Department of Orthopaedics
c/o Sophia Khan, Administrative Manager, UBC Department of Orthopaedics
Email: sophia.khan@ubc.ca

Subject Line: Residency Program Director, Orthopaedics
Review of applications will begin **May 1, 2022** and continue until the position is filled. The anticipated start date is **July 1, 2022**, or upon a date to be mutually agreed.

The **University of British Columbia** is a global centre for research and teaching, consistently ranked among the top 20 public universities in the world. Since 1915, UBC’s entrepreneurial spirit has embraced innovation and challenged the status quo. UBC encourages its students, staff and faculty to challenge convention, lead discovery and explore new ways of learning. At UBC, bold thinking is given a place to develop into ideas that can change the world.

**Our Vision: To Transform Health for Everyone.**

Ranked among the world’s top medical schools with the fifth-largest MD enrollment in North America, the **UBC Faculty of Medicine** is a leader in both the science and the practice of medicine. Across British Columbia, more than 11,000 faculty and staff are training the next generation of doctors and health care professionals, making remarkable discoveries, and helping to create the pathways to better health for our communities at home and around the world.

The Faculty - comprised of approximately 2,200 administrative support, technical/research and management and professional staff, as well approximately 650 full-time academic and over 9,000 clinical faculty members - is composed of 19 academic basic science and/or clinical departments, three schools, and 24 research centres and institutes. Together with its University and Health Authority partners, the Faculty delivers innovative programs and conducts research in the areas of health and life sciences. Faculty, staff and trainees are located at university campuses, clinical academic campuses in hospital settings and other regionally based centres across the province.

*Equity and diversity are essential to academic excellence. An open and diverse community fosters the inclusion of voices that have been underrepresented or discouraged. We encourage applications from members of groups that have been marginalized on any grounds enumerated under the B.C. Human Rights Code, including sex, sexual orientation, gender identity or expression, racialization, disability, political belief, religion, marital or family status, age, and/or status as a First Nation, Metis, Inuit, or Indigenous person. All qualified candidates are encouraged to apply; however, Canadians and permanent residents of Canada will be given priority.*
Faculty Administrative Job Description

Residency Program Director, Department of Orthopaedics – April 1, 2022

Job Summary

The Residency Program Director is responsible for the overall implementation and conduct of the Department of Orthopaedics Royal College Residency Program. They are responsible for ensuring a clear program plan is in place and that the program meets accreditation standards. The Director will take the lead in continuing to transition the program to Competency Based Medical Education and will support the site leads in ensuring consistent implementation of the program across sites. They will champion a perspective of continuous quality improvement for the program and will support the creation of an environment where trainees thrive and have a superior educational experience.

Appointment Details

This is a 0.4 FTE position (2 days/week) for a five-year term, subject to renewal. The incumbent must have sufficient protected time during the working week to fulfill the requirements of this role.

Reporting Relationships

The Residency Program Director reports to the Head of the Department of Orthopaedics and the Associate Dean of Postgraduate Medical Education (PGME) for the overall conduct of the Residency Program. They will also provide oversight of site leads at all distributed hospital sites. The Director will provide direction and functional supervision to the Program Coordinator and will provide guidance to other members of the support team to ensure smooth administrative functioning of the Residency Program.

Responsibilities

1. **Program Oversight and Leadership:** Oversees the overall administration of the program. Works closely with the Program Coordinator to ensure efficient and effective operations and provides guidance and direction, as needed. Works closely with site leads and communicates regularly and effectively to ensure consistent implementation of program across sites; chairs leadership meetings with site leads, Program Coordinator, and Assistants (as needed). Acts as a liaison between the PGME office and program and communicates pertinent information effectively.

2. **Accreditation:** Keeps abreast of changing requirements and ensures program is meeting accreditation standards mandated by the Royal College of Physicians and Surgeons of Canada. Flags potential areas of concern and works with the site leads, Associate Director, Residency Program Committee, Program Coordinator, and Department Head to address issues in advance of accreditation reviews. Oversees preparation for accreditation reviews and provides requisite materials for this purpose.

3. **Residency Program Committee (RPC):** Chairs the RPC. Ensures terms of reference is regularly reviewed and membership is kept up to date. Oversees corresponding alignment of RPC
subcommittees at various sites. Reviews minutes of RPC subcommittee meetings and attends meetings, as required.

4. Surgical Foundations (SF): The orthopaedic surgery PD is a member of the SF Residency Program Committee, and the SF Residency Program Competence Committee. Attendance at all meetings is required, as well as input into the design of the SF academic curriculum.

5. **Curriculum:** Develops a clear program plan, including objectives relating to knowledge, skills, and attitudes and based upon the general objectives of training in the specialty as published in the Specialty Training Requirements of the Royal College of Physicians and Surgeons of Canada. The plan should also indicate the methods by which the objectives are to be achieved and the role played by each participating institution. Conducts the program, including providing educational experiences and learning activities in a manner that ensures residents are advancing and gaining in experience and responsibility in accordance with educational plans.

6. **Competency Based Medical Education (CBME):** Provides leadership for the continued transition to CBME. Oversees the development of new curriculum and ensures appropriate supports are in place to ease the transition for residents. Works closely with the Competency Committee Chair and other leads to ensure consistent implementation across sites.

7. **Academic Curriculum:** Oversees the academic curriculum including academic half day, didactic teaching rounds, journal club, and the PGY1 boot camp, ensuring all CanMEDs roles are addressed.

8. **Scholarship:** Collaborates with Resident Research Director to develop scholarship education for residents and to ensure continued relevance and improvement of existing scholarship opportunities such as Research Day, and others.

9. **Admissions:** Oversees selection of candidates for admission to the program across sites through the Canadian Residency Matching Service (CaRMS) and ensures selection is conducted in accordance with policies determined by the Faculty PGME Committee and sound EDI practices. Oversees selection of government sponsored visa trainees for entry into the residency program.

10. **Assessment:** Develops and oversees a well-organized program of resident assessment. Ensures resident are regularly reviewed and provided equitable remediation and opportunities for improvement. Oversees and assists in the development and review of examination of residents.

11. **Faculty Assessment:** Ensures a consistent system of resident assessment of teaching faculty is in place and completed on a regular basis. Follows up on issues arising from assessments, as necessary.

12. **Career Planning:** Establishes mechanisms to provide career planning and ensure equitable access to continuous professional development for all residents.

13. **Resident Well-Being:** Ensures appropriate counselling services are available to residents. Advocates for the well-being of residents and seeks assistance for remediation support from the PGME office.
and other resources, where available. Develop and oversees programming for resident recognition and milestone such as Department led Resident Graduation events.

14. **Appeals:** Maintains an appeal mechanism that is fair, timely, and transparent. Ensures residents across sites are aware of the process for appeals.

15. **Continuous Quality Improvement:** Ensures regular reviews of the program to assess the quality of the educational experience, optimal use of available resources and facilities, assessment system for resident performance, and effectiveness of the administration and operations of the program. Reviews will include the opinions and concerns of residents and will include formal resident assessment of faculty and evaluation of rotations and curriculum.

16. **Financial:** Works closely with Program Coordinator and Administrative Manager to provide financial oversight to the program. Keeps abreast of available funding and the types of expenses approved for reimbursement. Works with Administrative Manager to develop appropriate allocation of funding to best utilize financial resources for program implementation. Works with the Department Head and Administrative Manager for the submission of new funding requests. Reviews and approves financial reports submitted to PGME finance.

17. **Committee Representation:** Represents program on key committees such as Faculty PGME Committee (meets monthly), and the Orthopaedics Specialty Training Committee of the RCPSC (meets twice per year). Participation as an internal reviewer for the PGME internal review process for all UBC residency programs.

**Qualifications**

- Holds a faculty appointment in the Department of Orthopaedics
- Certified in Orthopaedic Surgery from the Royal College of Physicians and Surgeons of Canada
- Licensed by the BC College of Physicians and Surgeons
- Holds a hospital appointment as an orthopaedic surgeon
- Ability to build, manage and maintain high-quality and productive relationships across cultural differences
- Collaboratively spirited with excellent communication and interpersonal skills
- Ability to effectively communicate and interact with empathy, understanding and, respect of diverse and divergent perspectives and behaviours
- Strong leadership skills and able to effectively respond to new and complex issues
- Demonstrates commitment to continuous quality improvement
- Ability to negotiate, mediate conflicts, advocate, and resolve problems
- Ability to recognizes and addresses personal and institutional assumptions and behaviours that create barriers to inclusion
- Ability to interpret and apply policy and procedure
- Works in a collaborative and inclusive manner, fostering equitable experiences and a respectful environment for all staff and residents.
- Keeps up to date with postgraduate education principles and best practices