

**THE UNIVERSITY OF BRITISH COLUMBIA**  
**FACULTY OF MEDICINE**  
**FACULTY ASSOCIATE LEAD**  
**“ANTI-RACISM, EQUITY, DIVERSITY AND INCLUSION”**

**JOB DESCRIPTION**

**POSTGRADUATE MEDICAL EDUCATION**

The UBC Faculty of Medicine, through its Office of Postgraduate Medical Education (PGME), offers Family Medicine, together with 73 specialty and sub-specialty training programs recognized by the [Royal College of Physicians and Surgeons of Canada](#) and the [College of Family Physicians of Canada](#). The duration of training varies from two years for Family Medicine to four to seven years for other specialties and sub-specialties.

Enrolment in the postgraduate programs has more than doubled over the past 10 years and has now reached a steady state of approximately 1400 residents per year.

The postgraduate programs require the support of a dedicated faculty associate to assist them in leading the office of Postgrad Medical Education towards a better environment of equity, diversity and inclusion.

**Position responsibilities include:**

Strategic Planning

- Provide thought leadership on timely Anti-racism, Equity, Diversity, Inclusion (AREDI) topics and the strategic direction AREDI
- Help ideate AREDI strategy and assess impact of existing programs and recommend program improvements including resident, faculty and program staff education
- Ensure practices and initiatives align with the Faculty of Medicine AREDI strategy
- Identify and track metrics to demonstrate success and provide reporting
- Network with other leading organizations, institutions, departments and units in the Faculty, and other Faculties on AREDI standards and methodologies.

Initiative Leadership

- Build and lead initiatives that advance AREDI goals
- Help to build, integrate and promote lasting AREDI solutions and plans that cultivate an open and inclusive residency environment.
- Support, promote, and lead diversity and inclusion plans and initiatives
- Support all levels of leadership in ensuring comprehension and responsibility of diversity and inclusion initiatives as well as encourage development and application.
- Review systems, processes, procedures that perpetuate inequity, and assist with the dismantling of any systemic inequities.
- Initiate and sustain programs and efforts to retain and empower talent from underrepresented groups
- Partner closely with FoM AREDI groups, committees, managers, HR partners, and business leaders to monitor and drive progress towards AREDI goals.

Management and Administration

- Assist and promote training to modulate the culture to that of a more diverse, inclusive work environment.
- Utilize various technologies and platforms to communicate in order to influence and promote innovation related to AREDI
- Assist in identifying and contributing towards awards and recognition opportunities pertaining to AREDI
- Help build and support AREDI communication initiatives and events.
- Help drive progress toward AREDI, retention, and culture goals.
- Continue to champion and be an active ally for AREDI and underrepresented groups
- Represent AREDI on various PGME committees

## Facilitation

- Create the space for units/departments to have open and honest conversations
- Help guide discussions towards ideas and potential actions that could be taken to advance equity, diversity, and inclusion within programs
- Capture the notes, particularly ideas for action, to support action planning or implementation of the ideas generated

### **Reporting Relationship:**

The PGME AREDI Lead, reports to the Associate Dean of Postgrad Medical Education, Faculty of Medicine.

### **Qualifications:**

Certification with either the College of Family Physicians of Canada or the Royal College of Physicians and Surgeons of Canada.

Experience in Medical Education and the training requirements of the Royal College of Physicians and Surgeons of Canada and the College of Family Physicians of Canada. Current or former postgraduate program director an asset.

- Ability to be flexible, open and aware of own biases when collaborating with stakeholders with diverse background and different perspectives.
- Understands the relationship between diversity, inclusion and excellence
- Builds internal capacity to respond to difference and diversity
- Applies an equity and inclusion framework to their work
- Integrates anti-racism, equity, diversity, inclusion and mutual respect as values in their work
- Acts as a leader to improve the experience for diverse faculty, staff and students
- Demonstrated ability to build, manage and maintain high-quality and productive relationships across cultural differences
- Demonstrated ability to effectively communicate and interact with empathy, understanding and, respect of diverse and divergent perspectives and behaviours
- Works in a collaborative and inclusive manner, fostering equitable experiences and a respectful environment for all
- Acknowledges, reflects upon and challenges one's own biases and assumptions
- Recognizes and addresses personal and institutional assumptions and behaviours that create barriers to inclusion
- Actively seeks to understand the climate of reconciliation in Canada and at UBC and its relationship with UBC's commitment to inclusion

### **Mechanism of Appointment:**

By appointment of the Associate Dean, PGME

0.2 FTE – 0.4 FTE Commitment (this would be negotiable)

Term: 3 year, renewable