

Position Posting

Position Title:	Regional Educator (Atlantic – NS / NB / PEI / NL)
Division-Department:	Professional Development and Practice Support – Continuing Professional Development
Level:	MD2
Reports to:	Director, Continuing Professional Development
Posting #:	15/16-025
Posting Date:	August 17, 2015

This is a part-time, contract position from September 2015 – May 31, 2016 with possibility of extension. With a flexible schedule, the Regional Educator is one of six positions across the country committing approximately four to six hours per week to the role. The Regional Educator position is an exceptional opportunity for a family physician with a passion for CPD to contribute to this important initiative for the CFPC and their colleagues. For more information about our organization, please visit www.cfpc.ca.

Main Responsibilities

The CPD Regional Educator serves to support the CFPC in the communication and implementation of changes to the MAINPRO® (maintenance of proficiency) program and will serve as a resource to members, Chapters, and universities for Mainpro-related issues.

The CPD Regional Educator will lead the implementation of a regional or provincial education and support program for physicians participating in the College's Mainpro program. Working in collaboration with provincial College Chapters, local university CME/CPD offices and other provincial CPD organizations or networks, the CPD Regional Educator will design and develop educational strategies to address the needs of members related to the Mainpro program philosophy and requirements. The CPD Regional Educator will support members and CPD participants in content areas such as the documentation of learning activities and outcomes in the College's online members reporting platform, lifelong learning competencies or strategies, personal learning projects, and various individual or collective evaluation strategies of knowledge, skills, or performance.

The CPD Regional Educator will develop and deliver workshops or other educational activities on topics included within the above domains on behalf of the College. The CPD Regional Educator will advise the CFPC Department of Continuing Professional Development, provincial Chapters, and university CPD offices on strategic educational directions with respect to Mainpro requirements, the College's online reporting platform, as well as evaluation and lifelong learning strategies for practicing physicians and health teams.

The CPD Regional Educator will be responsible for contributing to and leading multiple educational initiatives including but not limited to:

- Establishing and executing a needs assessment strategy within their province or region
- Contributing to the development of workshops or other educational strategies to meet the educational needs of members related to Mainpro and lifelong learning
- Developing educational strategies and tools to promote the goals of the Mainpro program
- Participating in regular teleconferences with other CPD Educators
- Participating at the annual National Accreditation Conference, co-hosted by CFPC and the Royal College
- Participating in one to two face-to-face information exchange and planning sessions each year
- Completing a monthly report for submission to National CPD
- Delivering workshops or other educational activities in collaboration with regional or provincial partners at regional ASA's or similar venues
- When requested, serving as a resource to individual CFPC members who need assistance in developing CPD plans
- Assisting in the design of the evaluation strategies for the Regional Education Support Program
- Advising and providing recommendations on the strategic educational directions with respect to continuing professional development and revalidation for the College of Family Physicians of Canada
- Collaborating with other CPD Educators to design a curriculum/program, develop instructional materials, integrate technology, and evaluate learning design
- Supporting or participating in scholarly activities, where applicable, within the Department of CPD
- Other tasks as assigned

Qualifications

Required Skills and Knowledge:

- Enthusiastic lifelong learner
- Knowledge of and experience with the development and implementation of needs assessment strategies or systems
- Coaching skills and experience
- Ability to collaborate and communicate with College members and other external CPD organizations
- Strong presentation skills including the ability to simplify complex issues

Required Experience:

- A minimum of three years' experience in developing and providing educational activities for practicing physicians (lectures, workshops, case-based discussions, etc.)
- Experience with developing instructional objectives, evaluation processes or tools at the post-graduate or continuing professional development levels

Required Education:

- A certificant member (CCFP) of the College of Family Physicians of Canada who has been effectively participating in the Mainpro program for a minimum of five years.

Working Conditions

- Remote access to the CFPC office from home or existing office in candidate's region plus time in the provincial Chapter offices or other locations as required

Hours of Work

- Flexible schedule of approximately four to six hours per week as scheduled with the Director, CPD; available for travel as required of the position

About the CFPC

The College of Family Physicians of Canada (CFPC) is the voice of family medicine in Canada. Representing more than 34,000 members across the country, it is the professional organization responsible for establishing standards for the training, certification and lifelong education of family physicians and for advocating on behalf of the specialty of family medicine, family physicians and their patients. The CFPC accredits postgraduate family medicine training in Canada's 17 medical schools.

Our Mission: To support family physicians through certification, advocacy, leadership, research, and learning opportunities that enables them to provide high-quality health care for their patients and their communities.

Our Vision: The people of Canada have timely access to quality care provided by family physicians committed to the CFPC's lifelong learning requirements.

If you share our passion, and are committed to living our CFPC values of caring, respect, collaboration, learning, integrity, and responsiveness, please submit a cover letter and your résumé by 5:00 p.m. on August 31st, 2015 hr@cfpc.ca.

Interviews with selected candidates will be scheduled via video link for Wednesday, September 9th, 2015