



FACULTY OF MEDICINE

Undergraduate Medical Education (UGME)

Undergraduate Content Lead (UCL) Professionalism

Memorial University is situated on the traditional territories of diverse Indigenous groups of the Beothuk, Mi'kmaq, Innu, and Inuit of the province of Newfoundland and Labrador and acknowledges and respects the diverse history and cultures of these groups.

Undergraduate Medical Education (UGME) is seeking applicants for the position of **Undergraduate Content Lead (UCL) Professionalism**. This is a 3-year term (renewable) non-stipendiary position reporting to the Curriculum Lead, UGME.

Rationale:

In curriculum planning, we require content experts to liaise with the Curriculum Oversight Subcommittee (COS); Phase 1, 2, 3, and 4 Leads; faculty; and relevant committees to aid in the cohesive delivery of thematically-related material in the M.D. program.

Overview:

The Professionalism UCL will assist in ensuring that the UGME curriculum meets the key Professionalism objectives of the Medical Council of Canada (MCC). The Professionalism UCL will support, through collaboration with other UCLs, the oversight of the integration of these concepts throughout the program. Additionally, the Professionalism UCL will be involved in learner assessments, including serving as a faculty reviewer for peer assessment comments and the leadership in medicine assignment in which learners may require reassessment.

Responsibilities and Duties:

- Identify faculty content experts in consultation with educational leadership to assist in the development and delivery of the M.D. curriculum.
- Assume a Medical Educator role for the purpose of liaising with COS and Phase Leads to recommend and develop subject-related objectives.
- Attend group UCL meetings three times per year.
- Meet with COS at least annually to facilitate the vertical integration of the curriculum.
- Aid in the horizontal integration of the curriculum objectives within each of Phases 1, 2, 3, and 4 for the M.D. Program.
- Advise on the scheduling and sequence of subject-related content and assessment in consultation with faculty, COS, and Phase Leads.
- Review lecture dates, times, and locations with faculty.
- Work with Assessment Committees to develop subject-related assessments.
- Act as the contact person for faculty to voice their feedback related to the undergraduate curriculum.

- Act as the curriculum contact for the purposes of assisting medical learners to obtain content-specific academic counseling. This may be completed by the UCL, or delegated should there be a conflict of interest.
- Liaise with the UGME administrators on matters relating to delivery on undergraduate content in the UCLs area of expertise.

Operations:

- The UCL is selected in consultation with the Discipline Chair or Division Head, subsequent to an Expression of Interest to the Associate Dean, UGME.
- The term for this position may be extended at the discretion of the Associate Dean of the Division, Chair of the relevant Discipline, or Associate Dean, UGME.
- Administrative support is provided by the discipline APAs with UGME responsibilities.

Qualifications:

- MD or PhD with a faculty appointment in the Faculty of Medicine.
- Completion of Continuing Medical Education/Continuing Professional Development in medical education, leadership, or related areas.
- Content expertise in the study of information design and application in the clinical health care setting to promote quality care.

All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority. Memorial University is committed to employment equity and diversity and encourages applications from all qualified candidates, including women; people of any sexual orientation, gender identity, or gender expression; Indigenous peoples; visible minorities, and racialized people; and people with disabilities.

Memorial is committed to providing a learning and working environment that promotes and supports inclusivity and well-being. If there is anything we can do to ensure your full participation during the application process, please contact equity@mun.ca directly and we will work with you to make appropriate arrangements.

Please express your interest in becoming a member of our team to UGMEsecretary@mun.ca no later than **July 24, 2026**. We ask that you provide the following information for consideration:

1. Outline expressing your interest in the position(s)
2. Up-to-date Curriculum Vitae

Thank you for considering this opportunity to be part of the successful management of the MD Program. If you have any questions, please feel free to contact UGMEAssociateDean@mun.ca.