

San Joaquin Valley Curriculum Director Job Description

Job Title: San Joaquin Valley Curriculum Director (SJV Curriculum Director)

Compensation: 0.4 FTE

Reports to: Associate Dean for Curriculum; Assistant Dean for UME, UC Merced; and Assistant Dean for UME, UCSF Fresno

Direct Reports: All SJV Curricular Phase and Program Leaders (including F1, F2, CL, and SJV PRIME) – subject to change to align with program needs

Duration of Appointment: Reviewed annually

UCSF Campus Regional Campuses: UC Merced and UCSF Fresno

Detailed Job Description

The SJV Curriculum Director will oversee the implementation, administration, and continuous improvement of the UCSF School of Medicine (SOM) curriculum at the UC Merced and UCSF Fresno regional campuses. The SJV Curriculum Director will ensure alignment with the UCSF curriculum, institutional priorities, and LCME accreditation standards. The SJV Curriculum Director collaborates with faculty, staff, committees, and students to oversee curriculum development and implementation, quality assurance, accreditation preparation, and educational program administration.

The SJV Curriculum Director serves as a core member of the SJV Undergraduate Medical Education (UME) leadership team, working under the leadership of the UCSF Associate Dean for Curriculum. The SJV Curriculum Director will work closely with the UC Merced Chair for Department of Medical Education (UCSF Assistant Dean for UME), the UCSF Fresno Assistant Dean for UME, and the UCSF Associate Dean of Regional Campuses. The SJV Curriculum Director functions as a collaborative colleague with SJV Admissions, the SJV Director of Student Success, and the SJV Director of Assessment.

The Curriculum Director is responsible for ensuring that the content and delivery of the UME curriculum in the SJV meets UCSF graduation competencies and educational objectives, as well as providing an equivalent experience to the SF campus.

Key responsibilities include the following:

- Support and direct, as well as assist in the recruitment of faculty leaders (i.e. course/clerkship/element/phase) on the design and delivery of the UME curriculum, the SJV PRIME program, and the medical student coaching program at the two SJV regional campuses.
- Oversee the implementation of the UCSF curriculum on the UC Merced and UCSF Fresno regional campuses to ensure equivalent experiences with the SF campus.
- Oversee the implementation of Foundations 1 (F1) at the Merced and Fresno campuses; Foundations 2 (F2) and Career Launch (CL) at the Fresno campus.
 - Manage the leaders of all Curricular Phases and Programs on the SJV regional campuses
 - Oversee curriculum implementation for all students at the SJV regional campuses, including those in SJV PRIME, any SJV UME expansion, and rotating UCSF SF students
- Oversee the implementation of the longitudinal portions of the curriculum, including but not limited to Inquiry, PI weeks, SJV PRIME, and coaching, for students in the SJV UME regional campus program
 - Until a dedicated regional F1 phase leader is appointed, serve as the principal regional curricular leader for F1
 - Lead the integration and evolution of the existing SJV PRIME curriculum (ensure integration) across all four years of the SJV UME program
- Collaborate with the Associate Dean for Curriculum and the Associate Dean for Regional Campuses to ensure that UME at both SJV campuses meets all LCME curricular accreditation requirements and maintains equivalency of educational experience as at the SF campus.
 - Ensure that all students in the SJV regional campus program meet graduation requirements
 - Ensure that all students in the SJV regional campus program have positive educational learning experiences
 - Oversee the development of and direct any curriculum and community engagement initiatives specific to the regional campuses to ensure an equivalent educational experience that meets LCME requirements and fosters a culture of inclusive excellence.
- Chair the SJV curriculum governance structure in alignment with the policies of the University and accreditation requirements.
- Collaborate with the SJV Director of Student Success to ensure that the medical student coaching program and all curricular and co-curricular programs at the two regional campuses support student success and wellbeing.
- Collaborate with the SJV Director of Student Success and the SJV Director of Assessment to identify and address curricular issues affecting students who are having difficulty meeting educational objectives.

- Align medical student education strategies, policies, and procedures at the two regional campuses with those of other UCSF educational programs by collaborating with other regional campus leaders, when appropriate, including the Assistant Dean for UME/UC Merced Chair of the Department of Medical Education, UC Merced Executive Vice Chancellor and Provost, UCSF Fresno Assistant Dean for UME, UCSF Fresno Assistant Dean for Graduate Medical Education, UCSF Fresno Vice Dean, and the leadership of departments at the UC Merced and UCSF Fresno regional campuses.
- Mentor faculty from both campuses for leadership roles in curriculum with the expectation that faculty from both campuses develop the necessary skills and experience to take on leadership positions.

Preferred Qualifications

- We seek an educator and leader with the capacity to inspire, support, and encourage students, staff and faculty.
- The SJV Curriculum Director must demonstrate experience and understanding of educational theory and practice and evolving trends in science, health, new models of health care delivery (e.g., team-based interprofessional care), and patient experience and expectations.
- The SJV Curriculum Director should have experience leading, mentoring, and directing faculty in educational or clinical settings.
- The SJV Curriculum Director will be expected to demonstrate expertise in the curriculum of the School of Medicine and SJV PRIME/PRIME+ programs.
- The SJV Curriculum Director must enthusiastically and expertly support and advance our culture of inclusive excellence.
- The work of the SJV Curriculum Director is done with and through others, and thus the successful candidate must be able to engage and empower faculty and staff at both regional campuses to advance our collective work and to ensure a positive environment for all.
- Essential skills include curriculum design, quality improvement and work process skills, creative problem solving, collaborative teamwork, critical thinking, the ability to work within systems, leading change, and clear written and spoken communication.
- Experience in educating trainees about the health needs of patients and populations in the San Joaquin Valley.

Position Requirements

- Physician (MD, MBBS, or DO) at the UCSF Fresno or UC Merced campus
- Eligible for UCSF appointment at the rank of associate professor or higher in Health Sciences or Clinical X series, or UC Merced appointment at the rank of associate teaching professor or higher in the Teaching Professor series.
- Experience in medical student education with documented effectiveness as a teacher and/or mentor of medical students
- Experience in the design of educational initiatives at either the UME or GME level
- Demonstrated commitment to advancing a culture of inclusive excellence
- Demonstrated effectiveness as a leader of faculty and staff
- Superb communication and effective team-based collaboration skills; demonstrated flexibility and adaptability

The intended start date for the position is to be determined on offer.

Application Process

Interested faculty are encouraged to apply by uploading a 2-page cover letter of interest that includes your relevant educational philosophy and experiences to this position, a CV, and a chair letter of support through the UME application link.

Application Link: https://ucsf.co1.qualtrics.com/jfe/form/SV_cYoehGf9axqPUfY

UCSF does not use race, gender, sex, or other protected categories or proxies for protected categories in the selection process.