

## SJV Medical Student Coach Job Description

**Job Title:** Medical Student Coach, SJV

**Compensation:** 0.2 FTE

**Reports to:** Director of the Bridges Medical Student Coaching Program, UCSF San Francisco, Assistant Dean for Undergraduate Medical Education, UCSF Fresno, UC Merced Assistant Dean for Undergraduate Medical Education

**Direct Reports:** None

**Duration of Appointment:** Reviewed annually

**UCSF Campus:** UCSF Fresno/UC Merced

### Detailed Job Description

The UCSF School of Medicine Coaching program aims to ensure medical students have a meaningful and productive longitudinal relationship with a faculty coach in the context of an inclusive and high-quality learning environment. Coaches guide students' informed reflection on their academic performance and professional identity formation. Coaches assist students in identifying and achieving learning goals and foster habits of continuous reflection, goal setting, and lifelong learning. As teachers, coaches instruct and provide feedback on students' direct patient care and health systems improvement skills. Coaches support student wellbeing and guide students' career exploration.

This role includes overseeing the professional development of approximately 12 medical students starting with Foundations 1 (F1) and continuing through Foundations 2 (F2) and Career Launch (CL) and helping to develop the SJV PRIME component of the coaching program. Coaches will take on a new group of 6 students every other year. The goal is to have all students connected with a Fresno-based coach for the duration of their medical school career. Funding commitments will be renewed each year.

This role requires dedicated coaching time equal to one day per week free of other responsibilities. For the first cohort in 2027, the student's coaching day is set for each Tuesday; hence, each coach must make Tuesdays available free of clinical duties. This role requires travel to UC Merced during F1 CMC days on Tuesdays. For F1, coaching activities are based at UC Merced and UCSF- Fresno. Student education in direct patient care and patient simulation is based at UC Merced. Clinical preceptorships and health systems improvement projects are based at the coach's clinical site (UCSF Fresno). Expect about half of the Tuesday sessions to be in UCSF Fresno and half to be at UC Merced. For faculty development, coaches will need to travel to SF campus approximately twice per year for activities including initial training, annual coach day (June) and coach half day (Jan).

The key responsibilities of this position are:

- I. Create a Coaching relationship and inclusive learning environment
  - Build individual and group relationships which flourish over time
  - Create an inclusive, high quality and welcoming environment for students, including individual and group activities
  - Communicate effectively
- II. Guide student progress, planning and career exploration
  - Exhibit competence in the domains outlined for all Bridges coaches (School of Medicine Coach Competencies [Bridges Coach Competencies2.pdf](#))
  - Provide academic guidance for SJV PRIME students and support their professional and personal development.
    - Regularly review students' progress and self-reflection on milestones using the Bridges Student Dashboard and clinical evaluations and guide students in individual learning planning.
    - Meet with assigned students at appropriate intervals a couple times per academic year for check-in and to assess clinical performance.
    - Assist career advisor leadership as indicated to facilitate career advising for SJV PRIME students in the Valley
  - Meet with students during Professional Identity Weeks – in Fresno or UC Merced, as indicated
  - Be available for drop-in coaching/open time in person and by email or phone as needed
  - Hold periodic group meetings to facilitate peer-to-peer and near peer camaraderie across the four-year curriculum
  - Participate in social activities, SJV PRIME activities, and School of Medicine activities in Merced, Fresno and San Francisco including orientations and other events that recognize student promotion and achievement
- IIIa. Teach clinical skills: Direct Patient Care in the Clinical Microsystems Clerkship (CMC)
  - Coaches instruct students in Direct Patient Care skills during the CMC, and guide students in reflecting on their clinical skills performance
  - Observe, instruct, and give feedback to students on direct patient care skills, including data gathering through the history and physical examination, patient and health care team communication, clinical reasoning, medical note-writing, and oral presentations
  - Participate in design and implementation of CMC curriculum and assessment, including standardized patient examination development and scoring
- IIIb. Teach clinical skills: Health Systems Improvement (H.S.I.)
  - Develop and maintain knowledge of quality improvement, patient safety, and health systems science and apply this knowledge while teaching students
  - Identify or design student health systems improvement projects that meet the CMC Project Selection Criteria
  - Monitor, guide, instruct, and give feedback about student progress in their health systems improvement work through the CMC Systems Improvement Template
  - Give and interpret feedback on student CMC H.S.I. assessments
  - Instruct and give feedback to students' presentations on their H.S.I. projects in the form of posters, oral presentations, or papers

#### IV. Demonstrate professionalism

- Participation in SJV PRIME Day (Second Tuesday in May generally)
- Participation on SJV PRIME coach meetings (quarterly)
- Completion of UCSF Faculty Development Coaching Certificate Program or equivalent
- Promote an enriching learning ecosystem at UC Merced and UCSF Fresno; assist SJV PRIME leadership in bolstering institutional support as appropriate
- Provide consultation to the Deans and faculty as necessary to address issues regarding students.

#### V. Engage in continuous learning and improvement

- Participate with the CMC leadership, SJV PRIME team and the SF-based coaches in assessing goals/objectives/implementation of the coaching program in the SJV

#### VI. Personal Professional Development

- Participate in coach faculty development including coach meetings, half- and full-day coach retreats, and participate in creating coach faculty development materials; this will include attending events in UC Merced and San Francisco. Some SF events may allow virtual participation for SJV coaches

### Personal Qualifications

- We seek a physician educator and leader with the capacity to inspire, support, and encourage students, staff and faculty.
- Experience in undergraduate medical education with documented effectiveness as a teacher and/or mentor of medical students;
- The work of the Medical Student Coaches is done with and through others and thus, the successful candidate must be able to engage and empower faculty and staff to advance our collective work and to ensure a positive environment for all.
- Essential skills include creative problem solving, collaborative teamwork, critical thinking, the ability to work within systems, and clear written and spoken communication.

### Position Requirements

#### Required Attributes/Experience:

- Physician (MD, MBBS, or DO) with an active patient care clinical practice at a partner institution in SJV.
- Eligible for UCSF appointment at the rank of assistant professor or higher in Health Sciences or Clinical X series.
- Experience in teaching clinical skills to health professions trainees
- Outstanding communication and organization skills.
- Commitment to reflection and self-improvement to achieve the coaching competencies.
- Commitment to teaching and educational improvement.

#### Preferred Attributes/Experience:

- Familiarity with the UCSF School of Medicine Bridges Curriculum.
- Experience in medical student mentoring and support.
- Experience with health systems improvement.

The official start date for the position will be determined once the offer is made.

## **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](https://ucsf.co1.qualtrics.com/jfe/form/SV_cYoehGf9axqPUfY)

The University of California is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age, protected veteran status, or other protected status under state or federal law.