

## UCSF Bridges Job Description

Job Title: Clinical Microsystems Clerkship (CMC) Assistant Director, Health Systems Improvement, Foundations 1

Compensation: 10% FTE

Reports to: CMC Director

Direct Reports: N/A

Duration of Appointment: Two (2) Years (with possibility to renew annually)

Campus: UC Merced

### Detailed Job Description

We are seeking a UCSF-Fresno physician faculty member to lead all aspects of the Clinical Microsystems Clerkship (CMC) health systems improvement curriculum for the San Joaquin Valley Program in Medical Education Plus (SJV PRIME+). The SJV PRIME+ BS/MD Program is designed to expand high-quality medical education in the San Joaquin Valley. SJV PRIME+ will leverage the established medical school at UCSF in partnership with their regional clinical campus at UCSF Fresno and the UC Merced Campus to increase the physician workforce by educating students from the San Joaquin Valley who are committed to staying in the Valley to practice medicine and meet the needs of their community.

The CMC is a longitudinal clinical skills and health systems curriculum for first-year (MS1) and second-year (MS2) medical students. The CMC introduces early medical students to health systems improvement (HSI) science, interprofessional teamwork, and foundational doctoring skills. Students complete a longitudinal quality improvement project under the guidance of a UCSF faculty coach and associated health systems team members over the course of Foundations 1. More information on the CMC can be found [here](#).

This position will be funded with 10% annual FTE release time beginning in July 2026. The Assistant Director reports to the SJV PRIME+ CMC Director.

The Assistant Director will work closely and collaboratively with CMC faculty leadership and staff. This includes the CMC director, any relevant faculty or staff site directors (e.g., who work on third-year Fresno clerkships), coaching faculty development leaders, and the student coaches. The Assistant Director will work closely with these stakeholders in designing and implementing all aspects of the health systems improvement portion of the CMC. The Assistant Director will also collaborate with the SF-based CMC team, particularly the Assistant Directors of Health Systems Improvement, and participate in relevant SF-based CMC activities and faculty development.

The Assistant Director helps bridge relationships between the health system and the CMC, ensuring the standardization of curriculum at all sites and ensuring the feasibility of curricular objectives to be realized in their specific health system setting. They help support local coaches and students with onboarding and other logistical and localized challenges/requirements to realize curricular goals.

In collaboration with the SF and UCM-based evaluations teams, the Assistant Director will be responsible for program evaluation and improvements. The successful candidate will be a physician faculty member with experience in health systems improvement and faculty development.

The Assistant Director will have three major areas of responsibility: curriculum, project selection, and faculty development:

*Curriculum:*

- The Assistant Director will lead the design and implementation of the health systems improvement (HSI) curriculum. The UCSF SOM has developed an innovative, team-based, longitudinal health systems improvement experience for students that includes didactics sessions on HSI theory and practice, HSI workshops, and an authentic role in improving care as part of a health system-based improvement team. The Assistant Director is responsible for keeping abreast of the rapidly changing fields of health systems improvement and implementation science, updating the curriculum as needed. Additionally, they are responsible for student assessment for health systems improvement, as well as designing and implementing an annual health system improvement symposium featuring student work at all sites; this may be run in conjunction with other SJV PRIME+ educational events. Finally, the Assistant Director collaborates with the CMC Director to design and lead the F1 CMC Immersion week.

*Project Selection:*

- The Assistant Director works with the CMC leadership team and health system leaders to continually refine the project selection criteria and the process for supporting coaches as they choose HSI projects for their students.
- The Assistant Director works with sites and coaches to problem-solve any emerging problems to ensure the success of student engagement in meeting curricular goals, including addressing unforeseen challenges with the project, site, etc.

*Faculty Development:*

- The Assistant Director, working with the SJV PRIME Faculty Development Director, site directors, and coordinators, is responsible for faculty development related to health systems improvement. This includes identifying and presenting on pertinent topics that coaches need to increase their teaching effectiveness, presenting just-in-time explanations for HSI-related workshops and activities, and serving as a consultant for projects or group dynamics that are faltering.
- The Assistant Director will also be expected to participate in the community of medical educators in the SJV, including collaboration and dissemination of relevant educational innovations.

*Specific duties will include:*

- Lead all health systems improvement learning through student seminars, didactics, and workshops; oversee student experience in the clinical microsystem and active participation in longitudinal projects including:
  - Partner with SJV health system leaders, relevant department managers, and quality improvement leads to align student improvement work with organizational health system improvement priorities and strategies
  - Partner with health system leaders, CMC site directors, site coordinators, and Bridges coaches to identify a portfolio of microsystem improvement projects for coaches to consider
  - Meet with all coaches, site directors, and site coordinators 2-3 times in the 6 months prior to first-year students arriving to help guide project selection
  - Lead faculty development for coaches on relevant health systems improvement
  - Teach in student HSI didactics or seminars
  - Recruit guest lecturers or workshop leaders for relevant sessions

## SJV PRIME+ Clinical Microsystems Clerkship Asst. Director, Health Improvement Systems

- Lead HSI assessment, including the CMC [A3](#) and QIKAT (Quality Improvement Knowledge Acquisition Tool)
- Participate in CMC leadership, including student assessment, administration, evaluation, and continuous improvement:
  - Lead student assessment grading for all MS1s and MS2s in health systems improvement.
  - Participate in regular SJV CMC team activities for curriculum planning, course evaluation, and continuous improvement efforts
  - Participate in relevant SF-based CMC team activities for curriculum planning, course evaluation, and continuous improvement efforts
  - Participate in relevant UC Merced Dept of Medical Education (DOME) faculty meetings, curriculum planning, and events
  - Lead annual review and revision of the SJV PRIME+ CMC HSI curriculum, including program evaluation, continuous improvement, and collection of data to ensure LCME adherence

**Application Process:** Please send a CV, 2-page letter of interest, chair letter of support, and sample quality improvement project by **November 1, 2025**.

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*Information in this section is primarily for recruitment and not part of the formal job description.*

### Preferred Attributes/Experience:

- UCSF Fresno faculty with an MD/DO degree is required. Volunteer clinical professors are not eligible to apply.
- Direct experience with health systems improvement and faculty development are required.
- Excellent communication and collaboration skills is required.
- Experience in undergraduate medical education is preferred.
- Additional training in health systems or quality improvement, and training or experience in advancing health equity are preferred.