

SJV PRIME Medical Student Coach Job Description

Job Title: **Medical Student Coach, UCSF Fresno**

Compensation: 0.1 FTE with increase to 0.2 FTE 7/1/27. In addition, coaches will receive salary support for up to 3 months prior to starting the role to train and prepare for the role.

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

Direct Reports: None

Duration of Appointment: Reviewed annually

UCSF Campus: UCSF Fresno

Detailed Job Description

We are seeking a faculty coach for UCSF SJV PRIME students during their F2 (Foundations 2) and CL (Career Launch) years that will transition to a four-year longitudinal role beginning 7/2027. (Details about Coaching Program [here](#))

This role includes overseeing the professional development of approximately 12 medical students starting with Foundations 2 (F2) and continuing through Career Launch, 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 F2 and CL in their medical school career. This position is intended to be at least a four-year position though expected changes to the role are expected by 2027 with the beginning of F1 and Clinical Microsystems (CMC) being delivered in the region, contingent on satisfactory annual performance reviews, which will be conducted through the Office of Medical Education. Funding commitments will be renewed each year.

The key responsibilities of this position are:

Coaching

- Exhibit competence in the domains outlined for all Bridges coaches (School of Medicine Coach Competencies [Bridges Coach Competencies2.pdf](#))
- Become familiar with the developmental, academic, and social challenges of medical students and apply the resources available to assist students in achieving their best.
- Establish a relationship with the corresponding SF-based SJV PRIME coach to aid in the students' transition. Support students, focusing on early identification of difficulty

and interventions, working with the Foundations 1 SF-based coach.

- Build relationships and create an inclusive, high quality and welcoming environment for students as they transition to UCSF Fresno including individual and group activities to foster these goals
- 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, which will include monthly meetings with F2 students for check-in and to assess clinical performance.
 - Assist SF-based and UCSF Fresno-based career advisor leadership as indicated to facilitate career advising for students at the UCSF Fresno campus.
- Meet with F2 and CL students during ARCH (Assessment, Reflection, Coaching, Health) Weeks – in Fresno or San Francisco, 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 Fresno and San Francisco including orientations and other events that recognize student promotion and achievement.

Design/Continuous Evaluation and Revision of Curriculum

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

Personal Professional Development

- Participate in coach faculty development including coach meetings, and half- and full-day coach retreats, and participate in creating coach faculty development materials; this will include attending events in San Francisco and virtual participation from Fresno.

Education Leader at UCSF Fresno

- Participation in SJV PRIME Day (Tuesday of PI week #3, 1st or second Tuesday in May generally)
- Participation on SJV PRIME coach meetings (quarterly, including during SJV PRIME day)
- Completion of UCSF Faculty Development Teaching Certificate Program or equivalent
- Promote an enriching learning ecosystem at UCSF Fresno and assist SJV PRIME leadership in bolstering institutional support as appropriate
- Provide consultation to the Deans and faculty as necessary to address issues regarding students.

Dedicate time for coaching equal to one half day per week free of other responsibilities. Exact schedule is not yet determined but will be negotiated with the SJV PRIME director in concert with the coach and the department chief. Every effort will be made to work with the coaches to come up with a mutually agreeable schedule; however, there may be aspects of the schedule which are inflexible because of other scheduling priorities.

Travel to main SF campus: occasionally required, especially for initial training and annual coach day in SF in June and coach half day in Jan in SF (see above).

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

The successful candidate will have:

1. An MD degree or equivalent;
2. Demonstrated experience as an effective leader;
3. Eligible for appointment at the rank of assistant professor or higher.

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

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 by through this UME application link. [Include link button below](#)