

Department of Pediatrics
Roles of Vice Chair for Education

CPD

- Organize Grand Rounds
- Coordinate summertime weekly faculty development series on education

Fellowship

- Work with fellowship directors to develop common curriculum
- Monitor annual fellowship survey results
 - Work with DIO and DOP Chairman to address concerns
 - Regular meetings with fellowship directors
- Departmental contact person for fellowship changes (new fellowships, change in number of positions, etc)
- Work with Chairman to identify effort support for fellowship directors
- Work with Chairman and DIO to address remediation issues
- Help coordinate fellowship program coordinators

Residency (including Associate Program Director roles)

- Oversee curriculum development (now VSTAR Learn)
- Oversee evaluation and assessment system (now VSTAR Portfolio)
 - Faculty assessments of residents – provided during semiannual reviews
 - Resident anonymous peer assessments – provided annually during semiannual reviews
 - Resident evaluations of rotation – provided annually to rotation director and division director
 - Resident evaluations of faculty – provided annually to DD for faculty annual performance review
- Semiannual reviews with subset of residents
- Interview for residency program
- Organize monthly Curriculum Committee meeting
- Attend monthly Leadership Committee meeting

Medical School

- Oversee co-clerkship directors and Immersion Phase DOP contact
- Mentor clerkship co-director
- DOP contact for SOM (annual review of clerkship and immersions, MCT positions, etc.)
- DOP representative on UMEC

Other

- Annual budget with Chairman and Lead Administrator
- Manage Academic Communities for residents and fellows (education, global health, QI, physician-scientist)
- Write letters of recommendation and support for SOM education positions, education awards, etc.
- Organize biannual education retreat for DOP

Scholarship

- Education Research Lab
 - Residency curriculum development
 - Educational Value Units (EVU) system
 - Academic Communities study
 - Team-based learning