



THE UNIVERSITY OF BRITISH COLUMBIA

Department of Obstetrics & Gynaecology

Faculty of Medicine

CO-DIVISION HEAD, DIVISION OF GENERAL OBSTETRICS & GYNAECOLOGY JOB DESCRIPTION

POSITION PROFILE

Position Title:	Co-Division Head Division of General Obstetrics & Gynaecology
Accountable to:	Head, Department of Obstetrics & Gynaecology
Location:	TBC
FTE:	10%
Pay Scale:	Commensurate with rank and experience

BACKGROUND

The Division of General Obstetrics & Gynaecology is the largest within the Department. The role of Co-Division Head is to engage with obstetricians/gynecologists in both urban and rural settings.

The members of the General Division are committed to excellence in clinical care, continuing professional development, teaching and research in all aspects of women's health. These faculty are involved in patient safety initiatives, implementation of clinical guidelines and development of clinical pathways.

KEY POSITION RESPONSIBILITIES

The Co-Division Head duties include:

Providing primarily obstetrical medical leadership to members of the Division of General Obstetrics & Gynaecology at all departmental sites throughout the province to complement the other co-Division Head position that is more gynecologically focused.

Continuing and facilitating the department's initiative to recruit those clinical educators at distributed sites not presently associated with the department into clinical appointments within the Division of General Obstetrics & Gynecology.

Organizing and chairing quarterly meetings of the Executive Committee of the Division of General Obstetrics & Gynaecology to maintain communication and encourage collaboration among the members in all sites.

Taking measures to maximize the role, value, and involvement of the generalist obstetrician/gynecologist in our undergraduate and postgraduate educational programs.

Expanding the educational value of Division members and supporting their lifelong learning through further expansion and enhancement of the Continuing Medical and Surgical Education Programs.

The Division has excelled in quality assurance and clinical operational issues and will need to continue this work.

Participation in the UBC Departmental Executive Committee.

Overseeing human resource planning and medical quality for the Division in collaboration with the Regional Heads, Site Heads, Department Executive Committee, and local hospital medical leadership.

Leading recruitment processes as necessary.

Optimizing faculty development, especially at distributed sites will be a priority.

In conjunction with the co-head, work collaboratively with all members of the Division of to develop a shared vision for teaching and research for the Division.

RELATIONSHIPS

Reporting

Direct report to Head, UBC Department of Obstetrics & Gynaecology

Positions that co-report to this position

Functional relationship within the Department

Co-Division Head

OBGYN Division Heads

Program Directors

Department Committee Membership

Department's Executive Committee

QUALIFICATIONS AND REQUIREMENTS

The successful candidate will be a committed obstetrician/gynecologist who is an experienced leader who has diplomacy, vision, intellectual curiosity, and skills in collaboration and conflict resolution. Your expertise will strengthen the culture of innovation and best practice in the Division and Department, in an environment focused on quality and safety. Working collaboratively with an interdisciplinary team, you will contribute to the senior leadership of the Department.

You have proven leadership ability, with proven communications and interpersonal skills. You are capable of leading staff, problem solving, achieving results, and developing collaborations. You have proven experience in building positive partnerships with strategic partners.

A strong communicator and facilitator, you possess excellent mentoring abilities and have an enthusiasm for teaching and research. You lead by example by providing support to your Division members and developing strong working relationships through interprofessional collaboration.

This job description is intended as a guide to the range of duties for this senior role.

The role description will be reviewed after 12 months. Term of the appointment is up to a maximum of 5 years renewable for a 5 year term subject review of the role and candidate's performance.