

## **SOM Executive Director Program Evaluation, Education and Research**

The SOM seeks to recruit an Executive Director of Program Evaluation, Education and Research (PEAR). This is a SOM faculty position at 0.6 FTE position. Faculty track will be determined based on qualifications. This is an internal competitive search, any employee of UNM or the UNM Health System with interest and who meets qualifications is encouraged to apply. The Office of Program Evaluation, Education and Research (PEAR) is dedicated to evaluating short-term and long-term outcomes of the undergraduate medical education curriculum as well as innovative programs in medical education for students, faculty and the institution. PEAR also facilitates and supports evaluation-driven research on educational initiatives in health professions education. "Evaluation to improve" is a guiding principle that informs PEAR's evaluation and research activities. Reporting for this position is to the Associate Dean for Undergraduate Medical Education in the SOM. This position is available beginning July 1, 2021.

Responsibilities will include (1) advise the SOM education leadership (Dean, Senior Associate Dean for Education, Associate and Assistant Deans in UME, Student Affairs, and Admissions) and the School of Medicine faculty and Curriculum Committee on evaluation matters, (2) provide ongoing direction, leadership, and continuous quality improvement for program evaluation of the undergraduate medical education program and curriculum, and (3) provide consultation and collaboration in medical education research and scholarship.

### **Minimum Qualifications:**

Employee of UNM or the UNM Health System with PhD, EdD, MD or other equivalent terminal degree; must be eligible for a SOM faculty appointment at the Assistant, Associate or Full Professor level

### **Preferred Qualifications:**

Excellent interpersonal and communication skills

Experience in higher education

Experience in curriculum design, development and evaluation

Experience in education research and scholarship

Experience in collecting and using data to analyze programs and inform change

Experience and expertise in program evaluation

Demonstrated commitment to diversity, equity, inclusion and medical student success, as well as working with broadly diverse communities.

### **Job duties**

- Work collaboratively with Curriculum Committee, educational leaders and other faculty to design and implement a program for evaluation of the School of Medicine curriculum.
- Analyze results and report regularly to the Dean, the Senior Associate Dean for Education, the Associate Dean for Undergraduate Medical Education, and the Curriculum Committee.
- Oversee ongoing program evaluation and quality improvement for the SOM undergraduate curriculum, assist in the construction and design of instruments, implementation of evaluation, analysis of results, interpretation of findings and preparation of reports associated with this work. With advice from the Curriculum Committee and appropriate offices and departments in the School of Medicine, develop and implement evaluation for (1) courses

and clerkships, (2) phases of the curriculum and curriculum as a whole, (3) faculty teaching activities and (4) student outcomes.

- Serve as an ex-officio member of the School of Medicine's Curriculum Committee and develop summary evaluation data for this group.
- Assist in other program evaluation activities and assume tasks and activities as requested in consultation with the Associate Dean of Undergraduate Medical Education.
- Collaborate with course and clerkship directors (basic science and clinical) in designing, assessing, updating, and revising evaluation procedures in compliance with AAMC recommendations and LCME requirements.
- Collaborate on and/or initiate educational research and evaluation projects and proposals.
- Engage in educational scholarship and produce scholarly reports, publications, and presentations.
- Serve as a resource person for faculty and staff on educational and evaluation methodology.
- Maintain up-to-date knowledge of new/innovative evaluation approaches and communicate this information to colleagues.

**To apply for this position click on the following link:**

<https://unm.csod.com/samldefault.aspx> uses your UNM Net ID and password. Then hover over UNMJobs, click Career Center and search Req15696.

*For any questions related to this search please contact April Rodriguez,  
[amrodriguez@salud.unm.edu](mailto:amrodriguez@salud.unm.edu)*

**For best consideration, applications must be received by June 18, 2021.  
However, position will remain open until filled.**

A complete application consists of: (1) current curriculum vitae, (2) a comprehensive letter of interest that addresses how the applicant's strengths and experience match the minimum and preferred qualifications for the position (maximum 3 pages), (3) names, addresses and contact information for three references, and (4) a letter of support from Department Chair that includes a recommendation and assures release time for the role (if the applicant is already a member of an academic department).

For information regarding the confidentiality of inquiries and applications or general questions please call or email to the address listed above.

UNM's confidentiality policy ("Disclosure of information about Candidates for Employment, "UNM Board of Regents' Policy Manual 6.7), which includes information about public disclosure of documents submitted by applicants, is located at <http://www.unm.edu/~brpm/r67.htm>

The University of New Mexico is committed to hiring and retaining a diverse workforce. We are an Equal Opportunity Employer, making decisions without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, veteran status, disability, or any other protected class.