University of Utah School of Medicine
Department of Family and Preventive Medicine
Division of Family Medicine

Job Title: Family Medicine Residency Program Director
Academic Appointment: Career Line, Clinical Track
Academic Rank: Dependent on Qualifications

Position Summary: The Program Director leads and directs the Family Medicine Residency Program, and is accountable for all program outcomes. The Program Director provides leadership, mentoring, teaching and administrative oversight to the residents within the program and to faculty who serve the mission of the residency program. Direct involvement in patient care is essential, as well as direct teaching and supervision of residents. The Program Director is a key member of the Family Medicine Division Leadership team, with accountability for collaborating to ensure success of all strategic missions of the Department of Family and Preventive Medicine (Clinical, Education, and Scholarship).

Essential Functions:
1. Develop strategic vision and plan for residency
2. Guide faculty development
3. Conduct regular faculty and program evaluations
4. Recruit and retain high quality resident applicants
5. Oversee evaluation of residents, and provide remediation if needed
6. Institute disciplinary action and due process for residents when needed
7. Direct curriculum development, implementation and evaluation
8. Lead and coordinate residency related meetings
9. Assist with preparation and management of the program’s budget
10. Support resident and faculty scholarly activities
11. Adhere to regulatory and accreditation mandates

Key Performance Indicators:
1. Unrestricted ACGME residency accreditation
2. Recruitment of a full class of interns annually
3. Number of family medicine physicians graduated annually
4. Faculty and resident satisfaction

Required Qualifications:
1. MD/DO degree
2. Board Certified in Family Medicine
3. Eligibility for unrestricted Utah medical license
4. Minimum 5 years of experience in family medicine
5. Minimum two years as a core faculty member in an ACGME-accredited family medicine residency program

Knowledge/Skills/Abilities:
1. Demonstrated excellence as an educator
2. Demonstrated excellence in clinical care
3. Demonstrated effectiveness in administration
4. Demonstrated effectiveness in scholarship and/or research
5. Key leadership competencies
   a. Developing direct reports
   b. Directing others
   c. Motivating others
   d. Planning
   e. Managing through systems
   f. Building effective teams
   g. Managing vision and purpose

**Reporting:**
The Program Director reports to the Division Chief, Division of Family Medicine, Department of Family and Preventive Medicine. In addition, the Program Director is accountable to the Designated Institutional Officer (DIO) for GME of the University of Utah School of Medicine for all program activities.

**Link to the online application:** [http://utah.peopleadmin.com/postings/76973](http://utah.peopleadmin.com/postings/76973)

Additional information on the position may be obtained by contacting:

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The University of Utah was founded in 1850, is a member of the PAC-12, is ranked as one of the top US public research universities, and is particularly distinguished in medicine, genetics, and engineering. Located in Salt Lake City adjacent to the beautiful Wasatch Mountains, the University of Utah is the flagship institution of higher learning in Utah, serving over 31,000 students, including over 2,000 international students and scholars from over 114 different countries. Candidates should submit a cover letter and curriculum vitae, along with the completed application.

University of Utah Health is a patient focused center distinguished by collaboration, excellence, leadership, and Respect. University of Utah Health values candidates who are committed to fostering and furthering the culture of compassion, collaboration, innovation, accountability, diversity, integrity, quality, and trust that is integral to the mission of University of Utah Health.

The University of Utah is an Affirmative Action/Equal Opportunity employer and does not discriminate based upon race, national origin, color, religion, sex, age, sexual orientation, gender identity/expression, status as a person with a disability, genetic information, or Protected Veteran status. Individuals from historically underrepresented groups, such as minorities, women, qualified persons with disabilities and protected veterans are encouraged to apply. Veterans' preference is extended to qualified applicants, upon request and consistent with University policy and Utah state law. Upon request, reasonable accommodations in the application process will be provided to individuals with disabilities. To inquire about the University’s nondiscrimination or affirmative action policies or to request disability accommodation, please contact: Director, Office of Equal Opportunity and Affirmative Action, 201 S. Presidents Circle, Rm 135, (801) 581-8365.

The University of Utah values candidates who have experience working in settings with students from diverse backgrounds, and possess a strong commitment to improving access to higher education for historically underrepresented students.