

**Position Description:** Cross-Continuum Consultant, Continuing Professional Development (CPD)

**Division/Section:** Medical Education

**Job Family/Grade:** N/A

**Supervisor:** Kamilah Weems, Director, Strategic Initiatives

**Position:** Consultant

**Contract Term:** 12 months with option to renew. Part-time remote work position requires 28 hours per month. Approximately 20% FTE salary support.

Application Period Closes: December 1, 2021

Anticipated Start Date: January 3, 2022

### Position Summary

The Cross-Continuum Consultant of Continuing Professional Development (CPD/CME) will partner with two fellow Cross-Continuum Consultants with expertise in continuing medical education/continuous professional development and undergraduate medical education, respectively. S/he will support the AAMC's Medical Education Cluster in ensuring strong communications with our constituent groups. This person will also support the design and implementation of strategic initiatives within the Strategic Initiatives and Partnerships Unit and across the cluster that serve the continuum of medical education. This person will provide ongoing advice and recommendations on CPD/CME curricula, evaluation systems, the learning environment, faculty needs, and scholarship and will identify issues that emerge in the literature and within the constituency that may be pertinent to the strategic priorities of the association and the cluster. Their content expertise in CPD/CME will be shared to support the cluster in ensuring relevant programming for its members and constituents.

The consultant will have regular and consistent contact with constituents and assist the leadership of the Medical Education Cluster in considering how to think across the continuum in the work we engage in. The consultant will work closely with the Director of Strategic Initiatives and other AAMC leaders on several [areas of focus](#), including, but not limited to, the advancement of competency-based medical education particularly related to telehealth and diversity, equity, and inclusion as well as the advancement of interprofessional and collaborative education, the educator's role in the opioid epidemic, realizing the foundational role of humanities and arts in medical education, and enhancing the transition to residency.

### Requirements

A terminal medical or medical education degree (MD, PhD, EdD) is preferred but not required.

### Preferred Knowledge & Skills

Midcareer faculty interested in CPD/CME are particularly encouraged to apply. Applicants should have:

- Expertise in:
  - Medical education, especially CPD/CME content, structure, and function, including evaluation systems and learner performance assessment;
  - Curricular design and implementation;
  - Competency-based education in quality improvement and patient safety;
  - Educational scholarship.

**Responsibilities**

- Participate in monthly individual and group calls with the two fellow consultants and the Director of Strategic Initiatives to review and provide updates on current initiatives.
- Assist the AAMC staff to further develop the faculty development program in quality improvement and patient safety.
- Assist with the AAMC's annual meeting, Learn Serve Lead, including relevant session creation, and potentially assist with facilitating/managing/selecting panels and speakers.
- Actively liaise with the CPD/CME section of the Group on Educational Affairs, including monthly calls.
- If appropriate, periodically travel to meetings and conferences on behalf of the Medical Education Cluster, representing the AAMC.
- Through meetings and collaborations, build relationships on behalf of the AAMC.