

## **Associate Director for ARC-MD: Curriculum Affairs**

The Academic Research Careers for Medical Doctors (ARC-MD) honors pathway at the University of California-Davis School of Medicine aspires to train the next generation of diverse, community-oriented team science faculty. This five-year pathway provides intensive mentoring and progressive research experiences, including a full research year between years three and four of medical school. ARC-MD is co-sponsored by the Office of Medical Education and Clinical Translational Science Center with active support from numerous Departments and Centers (e.g., Center for Precision Medicine and Data Sciences, Cancer Center, Alzheimer's Disease), and the Office of Health Equity, Diversity, and Inclusion. The program will admit its fifth entering class in July 2023. The Associate Director for ARC-MD: Curriculum Affairs (ADCA) will focus on development and delivery of curriculum.

### **Terms:**

- ADCA will serve a three year term (July 2023 through June 2026) and renewable thereafter
- 15% salary in salary and benefits support

### **Expectations:**

- Work closely with the program director(s) and program manager to develop and coordinate activities and communication across all years of ARC-MD.
- With the director of medical student research in the School of Medicine, develop key Learning Objectives, Curriculum, Content and Evaluation methods for ASC-Research (9 meetings/year MS1-MS3).
- Co-direct the pre matriculation month for research pathway students (i.e., M.D./Ph.D. and ARC-MD students).
- Evaluate and refine summer research electives including learning objectives, assessments and outcomes.
- Coordinate research topics and exposure within the I-EXPLORE curriculum.
- Work with the director(s) of the M.D./Ph.D. program on shared curriculum and activities, including monthly meetings, workshops.
- Work with the education outcomes unit to develop outcomes tracking.
- Meet with ARC-MD leadership team including the Program Directors, the other ADs, and the program manager, twice monthly and with the leaders for quarterly reviews.

### **Administration:**

- The appointed faculty member will report to the Director of ARC-MD and Office of Medical Education will provide necessary administrative support.