



**DALHOUSIE
UNIVERSITY**

**Dalhousie Medicine Nova Scotia
Research in Medicine (RIM) Director**

FACULTY OF MEDICINE

Directors play an important role in the governance of the Research in Medicine unit at Dalhousie University's Faculty of Medicine. RIM Directors oversee assigned cohorts of undergraduate medical students, with their primary role to advise students as they undertake research projects with the direct guidance of a faculty mentor and, when necessary, to assist/advise students if difficulties are encountered.

Directors are supported in these roles by a RIM coordinator at DMNS and an Educational Specialist at DMNB.

The RIM Director will be required to hold a faculty appointment with the Faculty of Medicine, Dalhousie University.

Responsibilities:

- Provide support and assistance to assigned Med 1 students in
 - a. introduction to RIM activities
 - b. selecting and contacting appropriate mentors for their proposed research projects
 - c. considering a research question/study that follows the FINER framework (Feasible, Interesting, Novel, Ethical and Relevant). Assessing project feasibility within the timeframe of RIM is a critical component of this RIM Director responsibility
- Proactively work with assigned students and corresponding mentors to support student completion of RIM requirements through their 3-year program. This includes timely assessment and approval of various student progress logs and milestones throughout the academic year, and any follow-up remediation that may be required
- Attend bimonthly meetings of the RIM Committee that reviews curricular standards, policies, processes, evaluation, research and student issues
- Attend bimonthly RIM Director meetings to discuss RIM curriculum and issues that arise
- Provide input regarding the organization of RIM Research Day, as well as orientation events and RIM education sessions, held every Fall
- Participate in the preparation and submission of annual report and syllabus for RIM
- Assist in the evaluation of RIM-specific award applications that may be offered from time to time

- Senior RIM directors may be asked to mentor and support new RIM directors and assist in succession planning.
- Assist in the review and update of the RIM syllabus
- Any time directors step down from their positions, they are responsible for completing the Final Progress evaluations of their Med3 cohort.

DMNS faculty are not compensated by the Undergraduate Medical Education Unit. If you are part of the DMNS faculty, it is recommended that you discuss with your department head to ascertain the time commitment required of the role.

DMNB faculty are compensated at an hourly rate based on established teaching.