



## Director of Education and Competence

### Organization Overview

The Alberta College of Medical Diagnostic & Therapeutic Technologists (the "ACMDTT" or the "College") is a regulatory body established under the *Health Professions Act* that ensures the public receives safe, competent, and ethical diagnostic and therapeutic care by regulated and continually advancing professions.

The College regulates professionals in the following medical diagnostic and therapeutic modalities in Alberta:

- Radiological Technologists
- Nuclear Medicine Technologists
- Electroneurophysiology Technologists
- Radiation Therapists
- Magnetic Resonance Technologists
- In the near future, Diagnostic Medical Sonographers

More information is online at [www.acmdtt.com](http://www.acmdtt.com)

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### The Role

This is a senior position with the Alberta College of Medical Diagnostic and Therapeutic Technologists (ACMDTT). The incumbent reports directly to the Registrar and CEO.

### Overarching Responsibility

- Support the Registrar and CEO in developing and executing the operational policies of the College in accordance with the *Health Professions Act* and *Medical Diagnostic and Therapeutic Technologists Profession Regulation*
- Be a leadership resource in the identification of significant trends and issues relevant to overall risk management of the College, and to provide recommendations for appropriate actions
- Recognize and escalate matters requiring strategic action to the Registrar and CEO

### Area of Responsibility: Education

- Monitor and manage matters related to the competency profiles required for entry level practitioners for all specialties regulated by the College
- Manage accreditation related deliverables and participate in survey teams as required
- Develop/update and assist in the approval processes for programs of study as well as enhanced and advanced practice and education courses for the purpose of registration requirements
- Develop, plan and deliver the educational component of the College newsletter, annual conference, other educational events and communication materials as required
- Coordinate and provide leadership to Branch related activities
- Manage the Awards program of the College

### Area of Responsibility: Competence

- Oversight of all Continuing Competence Program (CCP) policies and procedures, and implementing quality improvement initiatives on an ongoing basis
- Provide managerial support and regulatory expertise to the statutory Competence Committee
- Develop, maintain and administer educational materials for application for CCP requirements
- Establish and maintain a strong and direct connection with College members by providing information and support on matters related to the CCP and professional practice



### **Other Areas of Responsibility**

- Research and collaborate with professionals in all disciplines on professional practice issues as needed
  - Represent the College by providing liaison and presentations to current and potential members
  - Manage the handling of all personal information of the organization's members and employees in compliance with the *Personal Information Protection Act*
  - Co-produce and maintain regulatory and companion documents related to the Standards of Practice, Code of Ethics and Jurisprudence
  - Liaise with and provide support to regulatory and ad hoc committees as required
  - Other duties as assigned from time to time
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### **The Candidate**

#### **Desired Competencies**

- Demonstrated knowledge of policy and process
- Excellent communication and public speaking skills
- Diplomacy, independence and organizational skills
- Positive attitude, flexibility, resourcefulness
- Creative and critical thinking skills
- Willingness to travel

#### **Desired Knowledge, Education and Experience**

- University education or equivalent combination of education, training and experience
  - Experience in regulation and policy management
  - Experience within the health system
  - Minimum five years of clinical/management/supervisory experience
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This position is a full-time role at the Edmonton office. Salary is based on experience and is competitive with HSAA ranges within the collective agreement. A comprehensive health and dental benefit package, and participation in a group RRSP plan is offered.

Interested applicants are asked to submit their resume no later than Monday, 21 January 2019. We thank all interested applicants, however, advise that only those selected for an interview will be contacted.

Submit resume in confidence to:

#### **Preer Tyagi**

#### **Registrar and CEO**

Alberta College of Medical Diagnostic & Therapeutic Technologists

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