

SELECTION OF POSTGRADUATE PROGRAM DIRECTOR

Program Directors are appointed by the Postgraduate Education Committee, following a recommendation by the Departmental Chair. When a vacancy arises, the Departmental Chair, or Division Chief should make the vacancy known to all part-time and full-time members of the Department, or Division. A Selection Committee should be struck composed of the following (it may vary slightly from program to program depending on the size of the division / department);

- . at least one full-time faculty member
- . at least one part-time faculty member
- . one junior resident and/or one senior resident
- . the program assistant

At least one faculty member should be a member of the Residency Education Committee. The Selection Committee may ask for representation from the Faculty PGME Committee and the Selection Committee should be chaired by the Departmental Chair or Division Chief or delegate.

The Selection Committee makes a recommendation to the Assistant Dean of Postgraduate Education, who will then meet with the candidate. The name will then be submitted for approval to the Faculty Postgraduate Education Committee. The Postgraduate Office will notify the Health Sciences Education Committee, McMaster University and the Royal College of Physicians and Surgeons of Canada / the College of Family Physicians of Canada

The term of office will be chosen by the Selection Committee from two options:

Option A

Three year term with renewal for a further three years. **OR**

Option B

Five year term with renewal for a further three years.

Renewal of an appointment: A department / division may choose to reappoint a Program director for a further three-year term. The process of renewal will be at the discretion of the department .