Position Description
Vice Chair, Research

The Vice Chair, Research is a leadership position within the Department of Medical Imaging. The Vice Chair, Research is responsible for the development of a departmental research strategic plan, and leadership of departmental research initiatives.

Required Qualifications
- Certification in Diagnostic Radiology by the Royal College of Physicians and Surgeons of Canada (RCPSC).
- Holds a faculty appointment (including an adjunct appointment) in the Department of Medical Imaging at the University of Toronto.
- The Vice Chair, Research may not concurrently be a hospital Department Chief, Division Head or a director of another program within the Department.

Responsibilities
The Vice Chair, Research is responsible for helping to develop opportunities for research innovation, translation and mentorship across the Department of Medical Imaging for faculty and trainees. The Vice Chair, Research is responsible for the coordination of Artificial Intelligence (AI) projects across the sites.

Development and Implementation of a Research Committee
1. Develop, implement and Chair a Research Committee made up of stakeholders with relevant research experience.
2. Facilitate information distribution via the committee and reporting through the Departmental Executive Committee.
3. The Research Committee will help in planning of the research strategy, reviewing and monitoring departmental research projects, outputs and contributing/organizing relevant research content, events, and awards/prizes.

Development and Oversight of Departmental Research Strategic Planning
1. The Vice Chair, Research and the Research Committee will undertake a consultative process and develop a Research three-year strategic plan. The strategic plan should focus on the following areas:
   a. Publications and research output
   b. Multi-site collaborations
   c. Grant funding
   d. Mentorship (with a focus on junior faculty and trainees)

2. The Vice Chair, Research will function to support the Research Program within the department and liaise with relevant research stakeholders across the sites.

Updated July 2023
Accountability and Reporting
The Vice Chair, Research reports to the Chair of the Department of Medical Imaging and acts as an advisor to the Chair on Research. The Vice Chair, Research, is a member of the departmental Executive Committee and will provide regular reports to the Executive Committee (at monthly meetings). The Vice Chair, Research will provide reports on the portfolio at least twice per year or more frequently as needed. Research Committee minutes are sent to the Chair for review.

Required Characteristics

- **Research Skills**
  Demonstrates a record of excellence in research.

- **Teaching Skill and Student Advocacy**
  Demonstrates strong skills in teaching and educational innovation and has a history of advocacy for the education of learners.

- **Communication and Relationship Management**
  Communicates clearly in a responsive manner with diverse individuals, groups and organizations and establishes and nurtures constructive and collaborative interactions.

- **Leadership**
  Engages, motivates and facilitates individuals, groups and organizations to develop a shared vision and achieve related goals and objectives. The Vice Chair, Research promotes innovation and change in the department within a supportive culture guided by a cohesive approach.

- **Professionalism**
  The Vice Chair, Research aligns personal and organizational conduct with ethical and professional principles that include responsibility, service, self-reflection, and self-discipline. The Vice Chair, Research recognizes both personal strengths and limitations, demonstrates a commitment to improvement and lifelong learning and leads by example.

- **Environmental Engagement**
  Monitors and seeks information from internal and external environments. In doing so, the Vice Chair, Research develops an understanding of how things work, identifies trends and priorities, and builds individual and organizational relationships.

- **Management Skills and Knowledge**
  The Vice Chair, Research manages, encourages and enables people, and effectively utilizes resources and information.

- **Equity, Diversity and Inclusion (EDI)**
  The Vice Chair, Research must frame Research development through an EDI lens whereby all Research activities will also result in improved equity, diversity or inclusion.

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Term
One year with the potential to renew for a three-year term. This three-year term is renewable upon review. Renewal will be considered in conjunction with feedback and evaluations which may include:

- feedback from departmental stakeholders and department leadership
- multi-source feedback

Administrative Support and Resources
Administrative support through the Medical Imaging office at the University of Toronto will be available as needed.

The Vice Chair, Research will be able to apply for resources deemed appropriate for the position and authorized in advance by the Departmental Chair. Reasonable expenses incurred in performing the duties of this position may be collected when accounts are approved by the Departmental Chair and are submitted to the department in appropriate format.

Expenses will be paid for travel and accommodation for up to 2 relevant conferences per year. Approval from the Chair is required prior to meeting registration.

Time Commitment and Salary Support
Because of the flexible nature of departmental activities, the number of days will be in the order of 20 per year for which there is a stipend of $20,000. This is subject to negotiation between the leadership at the Vice Chair, Research hospital site and the University.

Appointment Process and References
Eligible applicants should submit an updated CV and a one page letter outlining their expression of interest and vision for the position to the attention of the Chair of the Department of Medical Imaging via david.tihanyi@utoronto.ca by Thursday September 21, 2023 at 11:59pm.

After applications are received, they will be reviewed by a search committee consisting of relevant stakeholders. An interview will be conducted. After the interviews, up to three references may be contacted by the search committee (at least one will include a junior faculty less than 5 years on staff).