Summary

The Faculty of Medicine of UdeM is seeking candidates for the position of Chair of the Department of Microbiology, Infectiology & Immunology. This department includes approximately 110 professors, one hundred graduate students in four separate programs and more than 300 undergraduate students. Professors and researchers from the Department pursue research programs in the fields of basic sciences, clinical sciences, or health sciences. Their laboratories and research teams are not only located on UdeM’s main campus, but also in highly competitive research centers (CHUM Research Center, CHU Sainte-Justine Research Center, Montreal Heart Institute, etc.).

We are looking for an experienced person who will show strong and inspiring leadership in the Department and our Faculty, which is one of the most competitive in Canada in terms of research and education. The candidate must have a solid track record of accomplishments in research and teaching, as well as academic credentials that are compatible with an appointment at the Associate Professor or Full Professor level. The duration of the mandate is 4 years (renewable once). The mandate begins June 1st, 2020.

Functions

Under the authority of the Dean of the Faculty of Medicine, the Department chair is responsible for the organization, the administration and all other aspects of the Department. Globally:

- He/she presides the Departmental Assembly and is in charge of the preparation and follow-up of these meetings, as per departmental procedures;
- He/she elaborates a vision and formulates the priorities of the Department after consulting with its members and in complementarity with the strategic planning of the Faculty of Medicine and of UdeM;
In collaboration with Associate Deans, he/she oversees the development of the Department’s education programs and the application of academic rules, and monitors the quality of these programs and their conformity with the requirements of accreditation bodies;

He/she assigns teaching duties and is responsible for the development of courses in response to demands from other departments or faculties;

In collaboration with members of the Department and Faculty Officers, he/she elaborates the Department’s development plan;

He/she participates in the recruitment, nomination and promotion of professors, and in the hiring of other members of the personnel;

He/she accompanies professors of the Department in terms of professional development and career management;

He/she prepares and manages the Department’s budget.

To succeed in this role:

The candidate who will be selected must possess a high degree of expertise in the field of microbiology, infectiology or immunology and a good working knowledge of the professional environment, in addition to possessing leadership, communication, and management skills. The candidate who will be selected must satisfy the requirements for a nomination at the Associate Professor or Full Professor level. He/she must possess the following qualifications:

- Doctoral degree and relevant professional and research experience;
- Experience in research and teaching at the university level;
- A significant publication record;
- Experience in academic management in a university institution will be an important asset;
- Excellent mastery of the French language both oral and written in accordance to Université de Montréal’s Language Policy.
- Functional mastery of the English language.

How to submit your application

Candidates should send the following documents no later than November 10th, 2019:

- A letter outlining your interests, career goals and research interest, along with your goals as department chair;
- A detailed resume (CV);
- An abridged CV (please use template)

Candidates wishing that their identity is kept confidential should mention it explicitly. Documents should be sent to the following address:

Josette Noël  
Secretary of the faculty  
Medical School  
Université de Montréal  
Email: josette.noel@umontreal.ca  
Website: https://medecine.umontreal.ca
**Additional information about the position**

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<tr>
<th><strong>Reference number</strong></th>
<th>MED_10-19_7</th>
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<tr>
<td><strong>Application deadline</strong></td>
<td>Until November 10th inclusively</td>
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<td><strong>Salary</strong></td>
<td>Université de Montréal offers competitive salaries and a full range of benefits</td>
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<td><strong>Starting date</strong></td>
<td>As of June 1st, 2020</td>
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*Université de Montréal is strongly committed to fostering diversity and inclusion. Through its Equal Access Employment Program, UdeM invites applications from women, Aboriginal people, visible and ethnic minorities, as well as persons with disabilities. We will—confidentially—adapt our recruitment mechanisms to the specific needs of people with disabilities who request it. We also welcome applications from candidates of all orientations and sexual identities. All qualified applicants are encouraged to apply; however, in accordance with Canadian immigration requirements, priority will be given to Canadians and permanent residents.*

*Université de Montréal’s application process allows all members of the Professor’s Assembly to review the application files submitted. If you wish to keep your application confidential until the shortlist is established, please mention it in your application.*