

The Institute for Education Research Guidelines for Appointments

Introduction

The Institute for Education Research (TIER) supports excellence in health care education through an array of appointment types for all stages of a research career. Below is a detailed description of each type of appointment. Follow the link at the end of this document to apply to our Institute and attach the appropriate documents (letter of interest, letter of support, CV).

Applicants with a track record of education research productivity will be considered for an appointment as an Education Investigator, Scientist, or Affiliate Scientist. Faculty and educators who are interested in developing collaborative research opportunities and research capacity will be considered for the Academy Scholar appointment. Graduate students, clinical students and other trainees will be considered for the Academy Research Trainee category.

All applicants will work primarily within one of the three research themes of TIER: Technology, Innovation and Simulation; Societies, Systems and Structures; and Teaching, Learning, and Practice.

Academy Research Trainee

The category of Academy Research Trainee is designed for students and trainees of the Michener Institute and UHN who demonstrate an interest in education research and scholarship. Academy Research Trainees are expected to attend and participate in TIER lectures, seminars and workshops. Individuals with an affiliation with Michener or UHN and an interest in education research are invited to apply. Applicants will be considered for the highest category of membership for which they qualify. For example, a practicing clinician who is pursuing an advanced degree may be considered for categories beyond Academy Research Trainee.

Eligibility—all of:

- Active status as a student at the Michener Institute, University of Toronto or other institution affiliated with UHN
- Support from the graduate supervisor, Program Director or Program Chair
- Identified Research Supervisor appointed at a UHN Research Institute

Commitment to Participate for Academy Research Trainees:

Academy Research Trainees are expected to actively participate in TIER events by attending presentations and professional development seminars, and presenting works-in-progress.

The Appointments Committee will review Academy Scholars every 2 years, or until the end of their program. The criteria for renewal will include evidence of engagement in research capacity building activities as described in the member's Annual Activity Reviews for that period.

Benefits for Research Trainees:

- Academy Research Trainees will have access to education/training opportunities and community events offered through TIER and UHN
- Academy Research Trainees will have opportunities to apply for Research Assistant positions and Research Assistant placements at TIER
- Academy Research Trainees will have opportunities to receive mentoring

Academy Scholar

The category of Academy Scholar is designed for educators working in the health sciences who are faculty or staff at the Michener Institute, a TAHSN hospital or The University of Toronto. Academy Scholars may have the opportunity to collaborate with TIER Education Investigators, Scientists, and Affiliate Scientists, and will be invited to events offered by TIER. Individuals with a demonstrated commitment to education in the health professions through a strong record of teaching and/or scholarship are invited to apply.

Eligibility—all of:

- Masters level or higher and/or clinical degree or credential
- Demonstrated track record of teaching or education administration
- Appointment and/or employment with Michener, TAHSN or UofT

- Support from the appropriate Department Chair/ Dean/Director/Manager etc. stating the applicant has meaningful time for participation in education capacity building activities

Commitment to Participate for Academy Scholars:

The Appointments Committee will review Academy Scholars every 3 years. The criteria for renewal will include evidence of engagement in research capacity building activities as described in the member’s Annual Activity Reviews for that period. This appointment will not allow the member to administer external grants as a UHN Principal Investigator.

Benefits for Academy Scholars:

- Academy Scholars will have enhanced opportunities to network and explore potential research collaborations with other TIER researchers
- Academy Scholars will have access to professional development opportunities, mentoring and community events offered through TIER and UHN

Education Investigator

The category of Education Investigator is designed for individuals whose time is primarily committed to clinical practice or healthcare education (including administrative, leadership and teaching positions) **with a track record of productivity in education research.**

Individuals who hold leadership positions in education, have a demonstrated track record of research, and are actively engaged in educational scholarship at education or healthcare institutions from outside of UHN are eligible to apply.

All Education Investigators are supported by TIER to serve as co-investigators or collaborators on research that advances health professions education.

Eligibility—all of:

- Masters level or higher in a discipline relevant to health professions education and/or clinical degree/diploma
- Demonstrated track record of education research productivity
- Appointment/employment at an academic institution (education, research or healthcare institutions)

- Support from appropriate Department Chair/Dean/Director etc.
- Meaningful time for education research

Applicants who meet all of the criteria above will be eligible for the **Education Investigator 1** category. Applicants may be considered for **Education Investigator 2** (with Principal Investigator status) if they have an appointment at the University of Toronto, meet the UHN criteria for Principal Investigator Eligibility, and have a minimum of 30% protected time for research.

Commitment to Participate for Education Investigators:

Education Investigators play an important role in advancing the academic and research mission of TIER through research collaborations with Scientists and Academy Scholars, participation in peer-review/ethics review for other members of TIER, participation in research rounds, and other research-oriented, community-building activities. Education Investigators are expected to demonstrate continuing engagement in education research. Education Investigators are appointed for 3-year terms, renewable subject to review. The criteria for renewal will include evidence of research productivity (publications, grants, and presentations), evidence of collaboration and significant interaction with other members of TIER, and participation in knowledge sharing and research capacity building activities of TIER.

Benefits for Education Investigators:

- Education Investigators will be invited to all events of TIER
- TIER will provide advocacy with Education Investigators' home department Chair for necessary support of their academic career & research agenda
- Opportunities to participate in a research community of peers and other scholars in the area of health professions education research
- Collaboration opportunities with TIER Scientists and Academy Scholars
- Access to Research Solutions and Services (RSS), including grant administration, support for funding applications, financial administration/reporting (**Investigators with PI status only**)
- Access to career mentoring, networking opportunities
- When space is available, TIER will endeavour to provide space for research assistants and research trainees supervised by Education Investigators

Affiliate Scientist

The category of Affiliate Scientist is designed for individuals who make a valuable contribution to health care education, have a primary commitment to research, and whose primary research appointment is outside of UHN. Affiliate Scientists are expected to serve as principal investigators, co-investigators or lead researchers in programs of research that advance knowledge relevant to health professions education.

Eligibility—all of:

- PhD **or** equivalent research experience (i.e. 8-10 years of full-time research experience)
- Academic appointment at University of Toronto or other University affiliated with UHN
- Paid employee of a hospital, university or educational/health care institution other than UHN
- Minimum 70% protected time for research

OR

- (i) Minimum 30% protected time for research, and
 - (ii) a letter of support from Department Chair or Dean in health professions certifying that the applicant is eligible to hold funds at their own institution, and
 - (iii) a letter of support from an existing Principal Investigator within TIER, explaining why the appointment would be advantageous to TIER's mandate.
- Leads a program of research that is relevant to TIER mission and values

Commitment to Participate for Affiliate Scientists:

Affiliate Scientists are expected to play an active role in advancing the academic mission of TIER through sustained participation in knowledge sharing and research capacity building activities of the Institute. Scientists are expected to both lead and support independent work that is published in peer-reviewed journals, demonstrate a major impact on the field, and contribute to the scientific life of the Institute.

Affiliate Scientists are appointed for 3-year terms, and are subject to a review. The criteria for renewal will include evidence of research productivity (publications, grants, presentations) consistent with full-time researchers in their discipline and career stage, as well as evidence of close collaboration and significant interaction with other members of TIER, and participation in

knowledge sharing and research capacity building activities of TIER. This appointment does not enable the candidate to apply for internal UHN grants.

Benefits for Affiliate Scientists:

- Access to Research Solutions and Services (RSS), including grant administration, support for funding applications, financial administration/reporting)
- Career mentoring, networking and collaboration opportunities and assistance with academic advancement
- Collaboration opportunities with TIER Education Investigators, Academy Scholars and Research Trainees to develop innovations and/or conduct research
- Eligibility for internal funding competitions
- When space is available, TIER will endeavour to provide space for data collection, research assistants and research trainees

Scientist

The category of Scientist is designed for individuals whose primary time commitment is education research and who have an established research program relevant to health professions education. Scientists are expected to serve as principal investigators, co-investigators or lead researchers in programs of research that advance knowledge relevant to health professions education. Their productivity must be well-documented through publications in peer-reviewed journals, grants, invitations, awards, etc. Applicants must meet the UHN criteria for Principal Investigator Eligibility.

Eligibility—all of:

- PhD or equivalent research experience (8-10 years of full-time research experience)
- Academic appointment at University of Toronto
- UHN paid employee
- Minimum 70% protected time for research
- Support from Department Chair or Dean in health professions, or other university faculty
- A strong record of publication and funding in education research

Commitment to Participate for Scientists:

Scientists are expected to play an active role in advancing the academic mission of TIER through sustained participation in knowledge sharing and research capacity building activities of the Institute. Scientists are expected to both lead and support independent work that is published in peer-reviewed journals, demonstrate a major impact on the field, and contribute to the scientific life of the Institute.

Scientist appointments are subject to review every 3-5 years. The criteria for renewal will include evidence of research productivity (publications, grants, presentations) consistent with full-time researchers in their discipline and career stage, as well as evidence of close collaboration and significant interaction with other members of TIER, and participation in knowledge sharing and research capacity building activities of TIER.

Benefits for Scientists:

- Access to Research Solutions and Services (RSS), including grant administration, support for funding applications, financial administration/reporting)
- Career mentoring, networking and collaboration opportunities and assistance with academic advancement
- Collaboration opportunities with TIER Education Investigators, Academy Scholars and Research Trainees to develop innovations and/or conduct research
- Eligibility for internal funding competitions
- When space is available, TIER will endeavour to provide space for data collection, research assistants and research trainees

Application Process

We strongly suggest that applicants interested in being considered for the Education Investigator, Scientist, and Affiliate Scientist categories meet with either the Director (Dr. Nikki Woods, nikki.woods@utoronto.ca) before submitting an application. For all categories, please submit your application at the website below. Required documents include a letter of interest and CV for all applicants, plus a letter of support for membership in TIER from the applicant's Chair, Dean, Supervisor, or Manager. Your letter of interest should specifically highlight your interest and experience in education research.

All TIER applications will be reviewed by the Appointments Committee. In addition, members recommended to the category of Scientist will be assigned a level within the scientist category by the Scientist Appointment Confirmation and Review Committee. All appointment recommendations are subsequently approved by the Leadership Council.

[APPLY TO TIER](#)