The Faculty Development Office is pleased to invite you to a workshop on

Moving Up the Academic Ladder: Everything You Wanted to Know About Promotions
(The target audience for this workshop is Contract Academic Staff / GFT-H)

Tuesday, January 23rd, 2018
MUHC Glen DS1.1427 (1001 Decarie Blvd, Montreal, QC H4A 3J1)

Proposed Agenda

14h00  Registration
14h30  What Does Promotion Mean to You?
14h45  Plenary Presentation: The ABC’s of Promotion at McGill
15h30  Small Group Session I: Preparing for Promotion
16h00  Break
16h15  Plenary Presentation: Surviving the Teaching Portfolio
16h45  Small Group Session II: Getting Started on Your Teaching Dossier
17h15  Wrap-Up
17h30  Adjournment

Workshop Goals

By the end of this workshop, participants will be able to: reflect on the rationale that underlies the promotions process; list the types of appointment and promotion criteria for Contract Academic Staff; discuss the key components of a teaching portfolio; describe the standard McGill CV; outline the steps and timelines of the promotion process; and explain the link between promotions and the annual performance review.

Please email your registration form as soon as possible, but no later than January 16th, 2018, to facdev-events.med@mcgill.ca or register online at: www.mcgill.ca/medicinefacdev.

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