

Under the leadership of the Competence Director, the Assessment Developer is responsible for developing competencies and valid, reliable assessment methodologies for college programs. The assessment methodologies will measure pharmacists' and pharmacy technicians' competence and ability to practice in accordance with college standards and guidelines. The Assessment Developer also supports the competence director in developing training and evaluation for individuals who administer assessments and the associated programs.

Key responsibilities

- Develop the assessment framework for the
 - continuing competence programs (CCP), including the Practice Improvement Program (PIP);
 - structured practical training (SPT) programs; and
 - education programs administered by ACP.
- Oversee ongoing evaluation and quality improvement to ensure validity and reliability of assessments and programs.
- Develop training for preceptors, assessors, and others involved in the administration of assessments within the CCP, SPT, and education programs.
- Develop assessment of preceptors, assessors, and others involved in the administration of assessments within the CCP, SPT, and education programs to ensure accuracy and consistency of assessments.
- Prepare environmental scans, literature reviews, and analysis as required by the competence director.
- Prepare reports for the competence director in relation to the validity and reliability of assessments within, and the overall effectiveness of CCP, SPT, and education programs.
- Other duties as required.

About you

- You're a strong communicator who is clear, effective, and respectful in all verbal and written communications.
- You have strong planning skills with the ability to create complex plans, organize resources, and ensure completion on schedule.
- You're detail oriented and accurate in all aspects of your work.
- You have strong analytical and problem-solving capabilities.
- You take ownership of your work and take pride in meeting standards for quality, service, and professionalism.
- You value, build, and leverage relationships – you use compelling communications to reinforce messages or build buy-in and can influence others.
- You're comfortable working independently where necessary, requiring minimal direction once expectations are clearly outlined.
- You're a collaborative team player, who supports colleagues in delivering their services and acts in the best interest of the team.

- You seek out learning opportunities to keep your knowledge and professional skills current.

Qualifications

- Relevant graduate degree (e.g., Program Planning and Evaluation, Educational Assessment, Adult and Community Education, Pharmacy)
- Two to three years' experience in developing competencies and assessment methodologies for professionals, program planning, and evaluation.
- Experience in using various tools and quantitative and qualitative methodological approaches in evaluation.
- Experience in leading the development of training sessions, materials, and tools for assessments is considered an asset.
- Intermediate to advanced skills in MS Word and Excel, as well as virtual communication and collaboration platforms (e.g., MS Teams, Zoom).

An equivalent combination of education and experience may be considered.

About us

The Alberta College of Pharmacy (ACP) is the regulatory body for pharmacists, pharmacy technicians, and licensed pharmacies in Alberta. We are responsible for quality pharmacy care through developing and enforcing pharmacy practice standards and guidelines. We also ensure only qualified pharmacy professionals are licensed and that all pharmacies provide a practice environment that supports quality practice and patient safety. It's a big responsibility.

ACP is a global leader in the advancement of pharmacy practice. Alberta's pharmacy professionals have the broadest scope of practice in North America. You could say ACP is a trail blazer. Our team members are collaborative, thoughtful, respectful, encouraging, and committed to quality. In fact, that's our team charter, which was created by our team members. ACP offers competitive compensation and benefits.

How to apply

Along with your resume, please submit a cover letter outlining why you're interested in the opportunity and how your work experience has prepared you to succeed in the role. Submissions without a cover letter will not be considered.

By applying for this position, you are confirming you possess either Canadian Citizenship, permanent resident status, or a valid work permit. Please note that the successful candidate will be required to provide a Criminal Record Check satisfactory to the Alberta College of Pharmacy (ACP) and proof of full immunization against COVID-19.

This job posting will remain open until a suitable candidate is found. We thank all applicants for their interest in ACP, however, only those selected for an interview will be contacted.

Contact

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