

Clinical Faculty Promotion Requirements

Dear Clinical Faculty:

Promotion is an optional process, initiated by the clinical faculty member, that recognizes clinical faculty who have made sustained contributions that meet the criteria of a higher rank. It is not automatic or based on years in a rank.

Why Consider Being Promoted

Being promoted offers formal recognition of sustained contributions and achievements over time, reinforcing the value of a clinical faculty's work. It opens eligibility for specific research awards and enhances academic credibility, creating opportunities for leadership roles and participation in research and educational initiatives. Ultimately, it provides personal and professional fulfillment for individuals who have dedicated years to advancing clinical education and scholarly work.

Ready to Apply for Promotion?

It is recommended that you reach out to your Site Head or Supervisor to review your contributions and discuss your readiness for promotion.

What to Submit

Submit to the Department via lorra.ward@pathology.ubc.ca by **March 15, 2026** for the upcoming **July 1, 2026** promotion cycle:

1. Recommendation Letter from your Site Head/Supervisor

The letter should indicate the criteria for the rank requested have been met, as noted in the [Clinical Policy \(see page 8\)](#).

2. Letter of Request / Cover Letter

A self-assessment outlining how you have met the criteria for the rank requested by providing a highlight of academic contributions, teaching interest, and service activities.

3. Curriculum Vitae updated in FAD

Log in to fad.med.ubc.ca and click 'Authenticate to UBC VPNLess Access' to enter your CWL credentials and update your CV. For technical issues, contact [Debbie Bertanjoli](#).

4. Evidence of Teaching Effectiveness

A minimum of two Peer Evaluations and two Resident/Student Evaluations.

New for 2026 — For Promotion to Clinical Professor

5. Evidence of two most significant, impactful contributions, with descriptions of how they meet the criteria (e.g., publications, influence on policy/practice, curricular contributions).

6. List of six potential referees with contact information: at least two must be external to UBC; referees should speak to different areas of your academic contributions and how they meet the criteria.

Please let us know if you have questions.

Thank you!

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