



## Faculty Position Job Description

**Position Title:** Department Chair and Doctoral Studies Program Director and Faculty in the Department of Educational Leadership

**Position Tracking Number:** F181

**School/College:** School of Education

**Department:** Educational Leadership

**Location:** Azusa, CA

**Description:**

Azusa Pacific University's School of Education invites applications for the Department Chair and Doctoral Studies Program Director in the Department of Educational Leadership at the associate or full professor level. We seek applicants who have a demonstrated, vibrant Christian faith compatible with the mission of Azusa Pacific University. The department embraces faith integration and encourages students to examine the role their worldview and cultural understanding have in informing their practice in the K-12 classroom.

As chair, this position oversees the EdD in Educational Leadership and the Masters/Credential programs in Educational Leadership. The combined chair and program director roles are slightly more than half of the fulltime position with the remaining duties fulfilled as a faculty member in the EdD program with expertise in school leadership.

The EdD program prepares promising K-12 educators with the theoretical and practical understanding to lead amidst the changing environment of the nation's K-12 schools. The program has recently undergone significant curriculum and design changes and implemented a new 3-year dissertation embedded cohort program in 2015.

We are seeking a creative and collaborative colleague with prior doctoral dissertation committee chair and teaching experience to join us in the third year of our new program launch. With department chair duties, the successful candidate will evidence prior academic administrative experience, including responsibility for faculty supervision, budget oversight, and program marketing. The EdD Program in Educational Leadership is accredited by the National Council for Accreditation of Teacher Education (NCATE, which is transitioning to CAEP) and Western Association of Schools and Colleges (WASC). In addition, the credential programs are accredited by the California Commission on Teacher Credentialing (CCTC).

**Teaching and Research Specialization: K-12 School Leadership**

Teaching may include courses on organizational theory and change, diversity and equity, educational policy, strategic planning, legal issues and crisis management, and/or leadership ethics.

**Responsibilities:****Department Chair**

The chair reports to the Dean and serves on the School's leadership team as the chief academic administrator of the Department of Educational Leadership. S/he provides leadership in the primary areas of faculty teaching, research and service; enrollment and budgets; and program development and assessment. Faculty recruiting, support, and supervision (through the University's Faculty Evaluation System) are significant components of this role. The department has 9 fulltime faculty; 2 part-time Superintendents-in-Residence; 2 staff; and approximately 20 adjunct faculty/fieldwork supervisors. In addition, all faculty are expected to contribute to ongoing program improvement efforts and participate in committee service at the program, School, and/or University level, as well as to the broader professional community.

**Program Director**

The candidate must have prior fulltime higher education teaching experience in a similar doctoral program. The program director will be responsible for recruiting and admissions, curricular updates and alignment with accreditation standards, course scheduling, and student advising. The teaching load is reduced to accommodate units reassigned for administrative duties. In their faculty role, the successful candidate will be responsible for teaching core educational leadership courses, mentoring students, serving on dissertation committees, and maintaining a professional research agenda.

**Level:** Rank commensurate with qualifications

**Qualifications:**

- A demonstrated, vibrant Christian faith compatible with the mission of Azusa Pacific University (Faculty members are required to sign a "Statement of Faith," available at <http://www.apu.edu/about/believe>, and to adhere to the policies outlined in the Faculty Handbook. The University has an expectation of and provides support for faith integration across the curriculum.)
- PhD or EdD in education from an accredited institution.
- Commitment to professional and scholarly activity as demonstrated by an active research agenda that speaks to both practitioner and academic communities.
- An established record of success in serving ethnically diverse populations.
- Willingness and ability to travel to the APU Regional Campuses as needed.

**Experience:**

- Faculty experience teaching at the graduate level required, with blended format experience (online and face-to-face) preferred.
- Experience on doctoral dissertation committees required.
- University academic administrative experience (overseeing faculty and staff, budgets, academic policy implementation, etc.) at program director or chair level required.
- Significant K-12 experience, preferably including leadership at the district level.
- Demonstration of collegial teamwork and desire to collaborate with colleagues to meet program and department needs.

**Workload:**

Fulltime faculty contract. The typical workload includes department chair and program director duties, as well as teaching, scholarly activity, service, and School and/or University committee assignments.

**Mental Demands:**

- Ability to integrate Christian values in all aspects.
- Ability to engage in critical thinking and exercise independent judgment.
- Ability to maintain confidentiality and manage confidential information.

- Self starter, ability to communicate effectively in written and oral form.

**Hire Date:** Spring or Summer 2017

**Additional Information:**

At Azusa Pacific University, we value and uphold God-honoring diversity. Diversity was not our idea, but God's. Therefore, we aim for an environment that respects and honors each individual's uniqueness while celebrating our collective commonalities. It is in this spirit that we continue important discourse on diversity, engage a variety of perspectives, and embrace active listening in a spirit of humility. We continue our efforts to recruit, hire, and support a diverse community in an effort to create a milieu that reflects the mosaic of God's kingdom.

Azusa Pacific University does not discriminate on the basis of race, color, national origin, sex, age, disability, or status as a veteran in any of its policies, practices, or procedures. Women and minorities are encouraged to apply.

Azusa Pacific University conducts background checks on all final candidates.

**Application Procedure:**

To apply, visit <http://www.apu.edu/cp/employment/>. Review of applications will begin immediately, and the position will remain open until filled.