



NATIONAL
UNIVERSITY

SANFORD COLLEGE
of EDUCATION

INSPIRE • TEACH • TRANSFORM

EMPLOYMENT OPPORTUNITY

Position: Associate or Full Professor with Appointment as Co-Department Chair-Advanced Programs

Department: Department of Teacher Education

Location: Torrey Pines, San Diego California

Job Summary:

The National University Department of Teacher Education is seeking enthusiastic applicants for a full-time Associate or Full Professor position with a Co-Department Chair appointment for a period of time designated by the Dean of the Sanford College of Education. The Chair, located at the Torrey Pines administrative headquarters in San Diego, California will represent and advocate for all departmental faculty, staff, students and programs at several centers and campuses located throughout California and Nevada; manage departmental personnel, budget and resources; oversee program reviews, including state and federal reports; evaluate faculty and staff; and provide leadership in the University, state and region, and thus promote excellence in teacher education at the undergraduate and graduate levels.

The Sanford College of Education is seeking individuals who: (a) aspire to shape higher education and PK-12 schools for years to come, (b) inform their work through their research agenda, (c) continue to grow as exemplary faculty by using research-based practices and current technologies, (d) collaborate effectively with internal and external constituencies, and (e) work collaboratively with the Department of Special Education.

Duties and Responsibilities:

Duties and responsibilities include the following:

- Provide leadership for all departmental programs and ensure that curriculum, instruction, assessment and research are innovative, of the highest quality, and aligned with college and university strategic plan.
- Oversee departmental administration, administering the budget, overseeing staff, managing conflict resolution, and ensuring efficient day-to-day operations of the department.
- Provide leadership and effective representation for the department at the college and university level, including establishment and implementation of college and university policies, procedures and guidelines.

- Foster effective, mutually beneficial relationships with local, state and national educational agencies (i.e., P-12 schools), as well as other constituencies relevant to programs represented in the departments.
- Provide leadership for all advanced teacher education programs.
- Engage in meaningful feedback for professional growth and continued development of faculty.
- Facilitate department development and collaboration.
- Teach undergraduate and graduate-level courses in the discipline of preparation.
- Engage in College and University service activities such as serving on and chairing graduate committees.
- Maintain an active program of research.
- Support and encourage innovation and new approaches for instructional delivery systems (on-site, on-line, hybrid).
- Explore opportunities for participation in local, state, and federal conversations, policy development and implementation, and assessment.

Minimum Qualifications:

- Earned doctorate in Teacher Education, Curriculum and Instruction, Educational Leadership/change, or a closely related field.
- Current rank of full or associate professor at an institution of higher learning where teaching and research are emphasized.
- A minimum of three years of teaching experience in K-12 schools
- Experience with state and/or national accreditation processes
- Excellent written, oral and interpersonal skills.
- Experience in using online instructional delivery systems.
- Demonstrated ability to work and collaborate effectively and collegially with students, staff and faculty from diverse backgrounds and programs.

Preferred Qualifications:

- A minimum of three years of teaching experience in K-12 schools with an additional three to five years of progressive administrative leadership in a school district, county office of education, and/or state department of education.
- Maintain an active research agenda with the evidence of publications relative to the field of education.
- Experience in working with credentialing programs.
- Experience in higher education as a department chair, program coordinator or comparable leadership position.
- Experience evaluating and mentoring faculty and managing other personnel.
- Evidence of effective teaching in higher education settings, including working with adult and non-traditional learners.

Compensation and Work Conditions:

Salary and Benefits: Competitive

National University faculty enjoys excellent working conditions. Professional advancement and stability have been historical foundations upon which National University faculty members have built their careers and academic programs. Review of faculty careers within NU's non-tenure environment historically show advancement through the ranks, multiple year contracts, merit salary increases, generous professional development resources, and a highly collegial work environment within a university where shared governance practices are embraced. The co-chair position is in close collaboration with both faculty and administration. As such, the co-chairs should be available in San Diego to lead the Department during their contract year.

Special Instructions to Applicants:

The Search Committee invites letters of application. Applications should include the following:

- Letter of interest.
- Current Curriculum Vitae
- Three recent letters of recommendation addressed to the Search Committee that address the applicants experiences as addressed in the Minimum Qualifications section above.
- Contact information for at least five professional references
- Copy of official doctoral transcript

The confidential review of materials will begin immediately and continue until the position is filled. It is preferred that applications be submitted prior to October 1, 2017.

To Apply

Application materials should be submitted electronically to Tamra Moya, Assistant to the Dean, in the Sanford College of Education at scoe@nu.edu

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