

UCLA Director, Teacher Education Program

Job #JPF02796

- EDUCATION & INFO STUDIES - CENTER X AT GRAD SCH OF EDUC & INFO SCI

Recruitment Period

Open date: January 18th, 2017

Next review date: February 13th, 2017

Apply by this date to ensure full consideration by the committee.

Final date: May 1st, 2017

Applications will continue to be accepted until this date, but those received after the review date will only be considered if the position has not yet been filled.

Description

Center X in the UCLA Graduate School of Education & Information Studies invites applications for the position of Director, Teacher Education Program. This is a full-time, non-tenure track appointment (payroll title: Academic Administrator)

Center X is a community of educators working to transform public schooling to create a more just, equitable, and humane society. Teacher Education Program (TEP) prepares aspiring teachers to become social justice educators in urban settings. We offer several undergraduate and graduate pathways that culminate in preliminary multiple subject and single subject teaching credentials, and/or Master of Education degrees. TEP prepares 150 students annually to be transformative social justice educators in Los Angeles urban schools.

Successful candidates will have knowledge and experience in at least two of these three areas: 1) teaching and/or leading in high-need K-12 public schools, 2) Commission on Teacher Credentialing (CTC) requirements and functioning, and 3) program administration at an institution of higher education.

Position Description:

The successful candidate will serve as the Director of the Teacher Education Program, providing leadership in the development and implementation of program plans, fostering excellence in teaching, scholarship and outreach related to teacher education, and effectively representing all program constituents at local, regional, state, and national meetings. The TEP Director is responsible for overseeing program design and implementation; guiding research and evaluation on the program, its courses, faculty and staff; managing resources and staffing; engaging in community outreach; representing the TEP on University, community, and state committees; participating in professional development initiatives, fundraising, grant writing and teaching. Core responsibilities include:

- Lead new program development
- Generate the annual budget and approve expenditures
- Pursue extramural funding opportunities
- Responsible for all related accreditation activities and program reporting
- Handle student conduct issues and faculty concerns
- Advocate for the Teacher Education Program within GSE&IS
- Coordinate scheduling and staffing of all teacher education classes
- Ensure that appointments comply with the Unit 18 bargaining contract
- Supervise TEP lecturers and support staff
- Oversee the admissions and scholarship process
- Serve on Center X Leadership Team, Chair the Admissions Committee and represent TEP on GSE&IS

standing committees

- Maintain communication and collaboration with other Teacher Education Programs within the UC system
- Teach Credential and/or Master's level courses
- Represent TEP at district, local, regional, state and national meetings

Required Qualifications:

- Commitment to social justice in education
- Vision and creativity around teacher preparation and educational transformation in urban schools
- Earned doctorate in Education or related field required
- Excellent communication skills and creative and collaborative problem-solving abilities
- Experience with the preparation of pre-service teachers for culturally diverse school populations
- Knowledge of current educational theories and research related to teacher development, school reform, and education in urban communities
- Knowledge of education policy and practice in California
- Experience working collaboratively with educational leaders from PK-12 and willingness to be actively involved with local, state, regional, national, and international organizations concerned with teacher education
- Enthusiasm for inquiry and research
- Proven leadership, facilitation and relationship-building skills

Preferred Qualifications:

- Background in program administration, leadership, personnel management, and budgeting
- Experience in academic / research unit including demonstrated research skills and grant development
- Knowledge of California accreditation and credentialing processes, standards and review procedures

Job location

Los Angeles, CA (UCLA)

Requirements

Documents

- Curriculum Vitae - Your most recently updated C.V.
- Letter of intent
- Statement - Personal statement that expresses your knowledge and commitment to social justice and urban schooling, experience with teacher preparation, philosophy of teaching, learning, and leadership style
- Misc / Additional (Optional)

References

3-5 letters of reference required

How to apply

1. Create an ApplicantID
2. Provide required information and documents
3. If any, provide required reference information

Apply Now: <https://recruit.apo.ucla.edu/apply/JPF02796>