



**CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO**  
invites applications for the position of:

## **Educational Administration/Leadership General - Open Rank Tenure Track**

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**SALARY:** Depends on Qualifications

**OPENING DATE:** 10/17/19

**CLOSING DATE:** Continuous

### **OVERVIEW:**

The Department of Educational Leadership and Technology at California State University, San Bernardino invites applications from a diverse group of qualified applicants for a tenure track Open Rank Professor position to begin August 2020.

The Department of Educational Leadership and Technology at California State University, San Bernardino is seeking applications for one (1) open rank, tenure-track faculty appointment in the Educational Administration Program with expertise and experience in PreK-12 education. Primary responsibilities of these positions include teaching courses in the Educational Administration Program with the possibility of teaching in the Doctor of Education Program.

Pursuing a substantive and programmatic line of scholarship, including publications and external funding to support research and institutional initiatives, is expected, along with providing service to the field and community. Additional responsibilities include mentoring graduate students through advising, chairing, and participating on dissertation committees, as well as supervising field experiences. The selected candidate will serve on college and university-wide committees and contribute to continued program improvement.

California State University, San Bernardino (CSUSB) is located in San Bernardino in the Inland Empire, 60 miles east of Los Angeles and operates a satellite campus in Palm Desert located in Coachella Valley. CSUSB serves approximately 20,000 students, of which 81% are first-generation college students, and graduates about 5,000 students annually. As a designated Hispanic Serving Institution, CSUSB reflects the dynamic diversity of the region and has one of the most diverse student populations of any university in the Inland Empire, and the second highest Hispanic enrollment of all public universities in California. CSUSB employs 467 full-time faculty and offers 48 undergraduate, 35 graduate, and 1 doctoral degree programs and 14 academic programs with national accreditation. CSUSB has received the Carnegie Community Engagement Classification, which recognizes CSUSB's ongoing commitment to service-learning, a high-impact practice that combines classroom instruction with meaningful volunteer service and correlates strongly to student success.

At CSUSB, diversity, equity and inclusion are values central to our mission. We recognize that diversity and inclusion in all its forms are necessary for our institutional success. By fully leveraging our diverse experiences, backgrounds and insights, we inspire innovation, challenge the status quo and create better outcomes for our students and community. As part of CSUSB's commitment to hire, develop and retain a diverse faculty, we offer a variety of networking, mentoring and development programs for our junior faculty. We are committed to building and sustaining a CSUSB community that is supportive and inclusive of all individuals. Qualified applicants with experience in ethnically diverse settings and/or who demonstrate a commitment to serving diverse student populations are strongly encouraged to apply.

### **TYPICAL ACTIVITIES:**

We seek applicants who have taught and have previous administrative experience in PreK-12 settings and who can apply their experiences to the realities facing diverse communities in PreK-12 settings. Candidates will be expected to meet the traditional requirements of excellence in teaching, active scholarly and professional work, and service to the University and community. These emphasized areas are: a) teaching and learning excellence; b) student access, retention, and success; c) excellence in research and creative activities; d) campus community; e) community engagement; and

f) infrastructure.

The successful candidate will be required to teach a range of courses in educational leadership for the Master's in Educational Administration and Administrative Services Credential Programs. The candidate needs to have the California Administrative Services Credential and experience as a school or district administrator. The successful candidate will teach on and off campus cohorts, including both the San Bernardino and Palm Desert Campuses. Primary responsibilities include, but are not limited to: teaching courses in educational administration and/or educational leadership in one or more of the following areas: 1) leadership and ethics; 2) instructional leadership and supervision; 3) resource management; 4) research methods; advising students; fieldwork supervision; serving on and directing master's thesis and doctoral dissertation committees and student research papers; and collaborating on program curricula development.

Qualified candidates must demonstrate a commitment to excellence in teaching and mentoring a diverse student population and to working effectively with faculty, staff and students across a wide range of disciplines.

In addition, new faculty are encouraged to develop and participate in activities that support the University's strategic plan. This plan emphasizes: a) student success; b) faculty and staff success; c) stewarding resources; d) community engagement and partnerships; and, e) enhancing the campus identity. CSUSB's Strategic Plan is available at <https://www.csusb.edu/strategic-plan>.

### **MINIMUM QUALIFICATIONS:**

A PhD or EdD in Educational Administration or Educational Leadership or a related field is required by time of appointment.

This position involves teaching, research, and service and is open at the rank of assistant, associate, or full professor. Candidates must have:

- 1) An earned doctorate in Educational Leadership, Educational Administration, or a closely related field in education from an accredited institution;
- 2) Leadership experience in PreK-12 settings (school site, district, or regional level, state or national educational policy organizations);
- 3) A California Administrative Services Credential or equivalency;
- 4) An ability to establish and maintain an active research agenda with the evidence of publications relative to the field of PreK-12 educational administration/leadership.

Preferred Qualifications:

- 1) Demonstrated evidence of working and collaborating effectively with students, staff, and faculty from diverse backgrounds and programs;
- 2) Evidence for potential future program leadership;
- 3) Knowledge of or experience with the California Administrator Performance Assessment (CalAPA).

### **SUPPLEMENTAL INFORMATION:**

To apply please submit the following required documents:

- 1) Curriculum Vitae

2) Cover Letter that includes:

- a. A statement of your teaching philosophy.
- b. A statement of your research experience and goals.
- c. A statement of how you might contribute to CSUSB's Strategic Plan.

3) If available, evidence of teaching effectiveness such as teaching portfolios, reports on teaching observations, and/or student evaluations of teaching.

4) Unofficial copies of all postsecondary degree transcripts (official transcripts will be required prior to appointment).

5) Reference List - names, telephone numbers, and email addresses of three (3) referees whom we may contact to obtain letters of recommendation.

6) A Diversity Statement, which may include your interpretation of diversity, equity, and inclusion, and must include specific examples of how your background and your educational and/or professional experiences have prepared you for this role at California State University, San Bernardino (maximum 1,000 words).

Formal review of applications will begin November 22, 2019 and continue until the position is filled. Information regarding CSUSB's Department of Educational Leadership and Technology, can be found at <https://coe.csusb.edu/departments-offices/elt>.

If you are interested in this opportunity, we invite you to apply at: <https://www.schooljobs.com/careers/csusb/jobs/2604609>. Salary is commensurate with experience.

A background check (including a criminal records check) must be completed satisfactorily before any candidate can be offered a position with the CSU. Failure to satisfactorily complete the background check may affect the application status of applicants or continued employment of current CSU employees who apply for the position.

The person holding this position is considered a 'mandated reporter' under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 as a condition of employment.

California State University, San Bernardino is an Affirmative Action/Equal Opportunity Employer. We consider qualified applicants for employment without regard to race, religion, color, national origin, ancestry, age, sex, gender, gender identity, gender expression, sexual orientation, genetic information, medical condition, disability, marital status, or protected veteran status. This position adheres to CSU policies against Sex Discrimination, Sexual Harassment, and Sexual Violence, including Domestic Violence, Dating Violence, and Stalking. This requires completion of Sexual Violence Prevention Training within 6 months of assuming employment and on a two-year basis thereafter. (Executive Order 1096)

This position may be "Designated" under California State University's Conflict of Interest Code. This would require the filing of a Statement of Economic Interest on an annual basis and the completion of training within 6 months of assuming office and every 2 years thereafter. Visit the Human Resources Conflict of Interest webpage link for additional information: <http://hrd.csusb.edu/conflictInterest.html>.

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APPLICATIONS MAY BE FILED ONLINE AT:  
<http://www.csusb.edu>

5500 University Parkway  
San Bernardino, CA 92407  
(909) 537-5138

[HRRecruits@csusb.edu](mailto:HRRecruits@csusb.edu)

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Position #2020-AP293  
EDUCATIONAL ADMINISTRATION/LEADERSHIP GENERAL - OPEN  
RANK TENURE TRACK  
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