

General Description:

The University of Saint Mary invites applications for the Department Chair of Education. This tenure-track position will start July 2017.

Located in Leavenworth, Kansas, the University of Saint Mary is a private, Roman Catholic, liberal arts university.

The Department Chair is the academic leader and chief administrator within the Education Department. S/he provides for managing the daily operations of the department, and for positioning the department to meet the needs of the constituencies that it serves. In addition to leading the department, the chair assists in the recruiting for the department's programs, oversees the department's KSDE and CAEP accreditation, and serves as an intermediary between the faculty and administration of the University. Renewal as Chair will be determined annually.

The department offers undergraduate programs in Child Development, Elementary Education, Secondary Education licensure for students who major in Biology, Chemistry, English, Mathematics, History and Government, and Drama and Theater. The department offers Masters degrees in Elementary Education, Special Education, Education with concentrations in Adult Education, ESOL, and Teacher Leader. Additionally, the department offers a robust continuing education program for teachers.

This position is a 12-month tenure track appointment, at the rank of associate or full professor. S/he should be able to teach in the areas of education program offerings. The incumbent will teach three courses per semester (9 credit hours), generally at the undergraduate level on the main campus, but, at times, could teach graduate students at the university's extended campus in Overland Park, Kansas.

Required qualifications of candidates:

- PhD. or EdD in education or related field
- Five or more years of a combination of successful college/university/K-12 teaching, and academic administration
- Knowledge of technology related to teaching and that is used in schools
- Effective interpersonal and communication skills
- Collegial attitude with the ability to effectively lead teams
- An affinity with the overall mission of the University of Saint Mary.

Preferred qualifications include:

- Experience with NCATE or CAEP Accreditation processes and procedures

- Familiarity with Kansas Licensure Requirements
- Must be authorized to work in the United States for the duration of employment without assistance from the university.

Compensation:

Based on experience and educational background.

To Apply:

Applicants should submit (electronic submissions preferred) a cover letter, curriculum vitae, unofficial transcripts (official transcripts will be required at hiring), and three references with contact information to:

Gwen.Landever@stmary.edu (preferred method)

Or mail to:

Gwen Landever
Academic Dean
University of Saint Mary
4100 S. 4th Street
Leavenworth KS 66048

Review of applications will begin November 15, 2016 and continue until the position is filled.

EOE