

Assistant Professor of Education/CAEP Coordinator

Posting Details

Posting Summary

Working Title Assistant Professor of Education/CAEP Coordinator

Type of Position Faculty

Department Dept of Education

Appointment Length Aug - May (9 mo)

Tenure Status 2 - Tenure Track

Academic Rank 3 - Assistant Professor

Is this considered a "term" position? No

Benefits Eligible? Yes

Published Salary

F.T.E. 1.00

Grant Funded Position? No

If temporary (or grant funded) position, indicate ending date

Description of Job Duties and Responsibilities

Fairmont State University is seeking a full-time, tenure track, faculty member to join the College of Education, Health and Human Performance. The Education Department provides undergraduate and graduate programs for teacher education in face-to-face and online formats. Our faculty are committed to preparing effective and caring educators who are knowledgeable in content, pedagogy, and assessment, and who demonstrate effective dispositions. Fairmont State's educational and work environment encourages knowledge of and respect for diversity, equity, and inclusion.

Successful candidates will be committed to excellence in assessment and teaching, be adaptable and flexible, and be adept in the use of technology.

Responsibilities

- Lead efforts directly dealing with program assessment and accreditation (CAEP and program approval); will have 50% administrative workload/50% online graduate Education teaching load
- Facilitate processes for, and coordination of, collection and analysis of data for accreditation and program improvement purposes, prepare reports, presentations, and disseminate information for continuous improvement efforts
- Teach graduate-level online Education courses.
- Engage in scholarly activities
- Provide service to the department/college, university, and profession

Minimum Required Education

- Earned doctoral degree in Education or a related field from an accredited institution of higher education (or willingness to pursue doctorate within a specified timeline)
- 18 graduate credit hours in education/related field or equivalent tested experience

Required Licenses and/or Certifications

NA

Required Licenses Certs Summary

NA

Minimum Required Qualifications

- Successful higher education teaching experience
- Ability to teach in an online setting and knowledge of online and classroom pedagogy best practices
- Experience with higher education assessment, accreditation management, or program improvement systems; as well as experience managing database systems, statistical analysis, and reporting
- Knowledge/understanding of CAEP and successful experience with CAEP accreditation/state program approval
- Excellent analytic skills as well as attention to detail required to review documents for compliance with program accreditation and West Virginia Department of Education (WVDE) accreditation standards
- Knowledge of state and national educator preparation accreditation standards
- Strong organizational, technical, and project management skills
- Excellent oral, written, and presentation skills

Required Quals Summary

- Successful higher education teaching experience
- Ability to teach in an online setting and knowledge of online and classroom pedagogy best practices
- Experience with higher education assessment, accreditation management, or program improvement systems; as well as experience managing database systems, statistical analysis, and reporting
- Knowledge/understanding of CAEP and successful experience with CAEP accreditation/state program approval
- Excellent analytic skills as well as attention to detail required to review documents for compliance with program accreditation and West Virginia Department of Education (WVDE) accreditation standards
- Knowledge of state and national educator preparation accreditation standards
- Strong organizational, technical, and project management skills
- Excellent oral, written, and presentation skills

Preferred Qualifications

- Strong interpersonal and collaborative skills
- Experience using educational technology
- Experience working with diverse populations
- Understanding of state requirements for West Virginia teacher licensure

Posting Detail Information

Requisition Number 2022038FP

Number of Vacancies 1

Anticipated Hire Date August 2023

Position End Date (if temporary)

Job Open Date 02/23/2023

Job Close Date 03/23/2023

Open Until Filled No

Applicant Instructions

Advertising Summary

Quicklink for Posting <https://www.fairmontstatejobs.com/postings/3031>

Job Duties

Applicant Documents

Required Documents

1. Resume/CV
2. Cover Letter

Optional Documents

1. Statement of Philosophy
2. Certification/License
3. Transcript #1
4. Transcript #2
5. Transcript #3

Supplemental Questions

Required fields are indicated with an asterisk (*).