



Director of Assessment, Data, and Accreditation

The College of Education and Social Services (CESS) at the University of Vermont (UVM) is seeking applications for a full-time Director of Assessment, Data, and Accreditation. This position will coordinate and direct assessment, data management, and accreditation activities for the College. The director will also support faculty and administration in the development, implementation, and analysis of multiple assessment and accreditation projects. The position provide leadership for the College’s national and state accreditation process (CAEP, CACREP, CSWE) and the university-wide Academic Program Review (APR) process for all programs and minors in the College. The director will also oversee the TK20 assessment software system in support of accreditation, assessment and college-wide academic excellence, and continual improvement goals. This position reports directly to the Dean.

Founded in 1791, UVM has been called one of the "public ivies" and is consistently ranked as one of the top public universities in the United States. The University is located in Burlington, Vermont, also rated as one of the best small cities in America and is a preferred refugee resettlement site. The greater Burlington area has a diverse population of about 125,000 and enjoys a panoramic setting on the shores of Lake Champlain, between the Green Mountains of Vermont and the Adirondack Mountains of New York.

QUALIFICATIONS:

- Bachelor degree with a specialization in assessment, statistics, measurement, testing program evaluation and/or a related education field, and five to six years’ experience required.
- Knowledge of accreditation processes and standards, program evaluation and assessment, and analytics and mathematical models required.
- Effective organizational, interpersonal, and oral and written communication skills required.
- Technology expertise required, including spreadsheet applications and proficiency in using or familiarity with TK20 or a similar data management software program.
- Ability to prioritize and organize multiple tasks to meet deadlines required.
- Strong skills in working effectively and collaboratively in a team environment required.

Desirable Qualifications: Knowledge of and experience with pK-12 and higher education assessment needs and processes.

EFFECTIVE DATE OF APPOINTMENT: Open until filled.

DEADLINE FOR APPLICATION: Review of applications will begin December 1, 2016 and will continue until a suitable candidate has been identified.

For more information about the CESS and UVM, visit our website at <http://www.uvm.edu/~cess>. For more information or questions about the position, please contact: Dr. Jane Okech, Search Committee Chair, at Jane.Okech@uvm.edu.

APPLICATION PROCESS: Applicants should submit a cover letter detailing their qualifications and interests, a current CV/resume, and a list of three references with contact information online at www.uvmjobs.com. For any questions about the application process or problems with website, please contact Pam Blum, at Pamela.Blum@uvm.edu.

The University of Vermont is an Equal Opportunity/Affirmative Action Employer. Applications from women, veterans, individuals with disabilities and people from diverse racial, ethnic, and cultural backgrounds are encouraged.