

Department Chair

Department of Instruction and Curriculum Leadership

The College of Education at the University of Memphis is seeking an innovative and experienced leader to chair the Department of Instruction and Curriculum Leadership. The Department Chair will encourage and support growth and innovative initiatives that build on the foundations of highly successful and nationally-ranked academic programs. The Department Chair is responsible for overall leadership and administration of the department including oversight of academic programs, faculty review, course scheduling, budgets, support of faculty productivity and professional development, and facilitation of innovation. This is a faculty position with administrative responsibilities and the chair serves on the Dean's Council and College Leadership Team. (Position #005313)

Minimum Qualifications

1. A doctoral degree from an accredited university with a specialty in one of the teaching areas represented within the department;
2. A distinguished record of teaching, scholarship, and service that merits appointment as a tenured full professor in an area represented within the department;
3. Administrative and/or leadership experience;
4. Excellent interpersonal and communication skills;
5. Demonstrated commitment to educational and cultural needs of diverse populations; and
6. Success in developing and sustaining community partnerships.

In addition, the following qualifications are desired

1. Experience with accreditation agencies such as NCATE, CAEP or SACS;
2. Success as a principal investigator or co-principal investigator on a funded project;
3. A national/international reputation and a record of outstanding scholarship in one or more academic areas of the department; and
4. Experience with externally-funded projects.

RESPONSIBILITIES

The Chair provides leadership in the administration of programs leading to the B.S.Ed. with teacher licensure and non-licensure options, the MAT, MS, EdD graduate degrees and graduate certificates. Specialties within the Department of Instruction and Curriculum Leadership are Early Childhood Education, Elementary Education, Middle School Education, Secondary Education, Special Education, Literacy, Instructional Design and Technology,

The University of Memphis, a TBR institution, is an Equal Opportunity/Affirmative Action employer.

We urge all qualified applicants to apply for this position. Appointment will be based on qualifications as they relate to position requirements without regard to race, color, national origin, religion, age, gender, handicap or veteran status. The successful candidate must meet guidelines of the Immigration and Reform Control Act of 1986."

and Instruction and Curriculum. The Chair interacts with University colleagues and alumni; establishes collaborative relationships with community, regional, and national partners, especially with public school systems; participates in national, regional, and state professional organizations; extends the department's focus on research and capacity to secure external funding; and provides for sound management for the department's resources, including 40 full time and approximately 35 part time faculty members.

SETTING

The University of Memphis, a Tennessee Board of Regents institution, is recognized by the Carnegie Foundation as one of two public research universities and the only community engaged public university in Tennessee. It has six colleges and seven professional schools serving a diverse population of approximately 21,000 students, 4,000 of whom are enrolled in graduate programs. The University is strongly committed to its urban mission and outreach programs, and recognizes the diverse and integrated role played by faculty and administration in fulfilling a comprehensive mission of research, education, and community outreach. The College of Education, with 80 full time faculty positions, is fully accredited by NCATE and is a leader in the enhancement of teacher education. Instruction and Curriculum Leadership is one of three departments in the college. For additional information please see the websites of the university (<http://www.memphis.edu>), the college (<http://www.memphis.edu/coe/>), and the department (<http://www.memphis.edu/icl>).

SALARY & BEGINNING DATE

Salary will be competitive and commensurate with qualifications. The position is a nine-month appointment with options for paid summer teaching and administrative responsibilities. The University offers an excellent benefits package, and the state of Tennessee has no state income tax. Memphis and the surrounding areas maintain a very low cost of living relative to most parts of the country. The anticipated date of employment is on or before August 21, 2017.

APPLICATION

Review of applications will begin December 1, 2016 and may continue until the position is filled. The department welcomes a diverse set of applicants. Applications are to be submitted electronically at <https://workforum.memphis.edu>. Applicants are required to upload (1) a detailed letter of application describing their teaching, research, and service interests, and their leadership and administrative experience; (2) curriculum vita; and (3) names, addresses, telephone numbers, and email addresses of four references. Applicants will receive a confirmation number when all application materials are submitted in workforum. Letters of reference and official transcript will be requested upon interview. Address inquiries and nominations to Dr. Douglas Strohmer at (cepr@memphis.edu) or (901) 678-2841.

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