NSUFA044 - Director, Center for Teaching and Learning

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Type: Full-Time
Salary: $90,000 - $111,700 per year
Posted: 1 day ago
Category: Faculty Affairs
Job Duties

Collaborate with faculty, staff and other stakeholders, examine data and research outcomes to determine the professional development needs of faculty and to assist them in adopting best practices in face-to-face, hybrid, and online learning modalities.

Evaluate the programs and services sponsored by the CTL and develop progress reports as required.

Provides consultation and development for faculty in the design of course/program curricula and pedagogies in all instructional modalities according to established best practices, including learning outcomes, curriculum alignment, learning-centered teaching strategies and assessment.

Provides consultation and development for faculty in the selection and effective use of digital technologies in all instructional modalities.

Manages multiple course development projects from inception to completion in accordance with established instructional design and curriculum development processes.

Designs and supervises production of learning resources in a variety of formats including print, graphics, audio, video and animation technologies to support curriculum development and learning-centered course design.

Supports academic departments in the exploration and development of innovative teaching and learning strategies and materials.

Assists faculty with development of individual sessions, assessment, and feedback.

Disseminates innovative best practices in faculty development, teaching, learning and technology, in all instructional modalities.

Develops and implements ongoing program assessment to understand the program's strengths and weaknesses and to establish a model of evidence-based program improvement.

Supports campus-based and college-wide committees in issues related to teaching, learning and technology.

Collects and compiles problems, issues and user requests associated with campus and college-wide software and hardware in collaboration with the Office of Information Technology.

Maintains the Faculty Development Library Collection to include recommending hardware and software for the Center for Teaching and Learning.

- Supervises, develops and evaluates assigned staff, as appropriate.
- Performs other duties as assigned.

Minimum Qualifications

- A doctorate degree from a regionally approved college or university
- At least five (5) years higher education teaching experience
- Demonstrated knowledge/experience of best practices in teaching and learning
- Experience in a position that demonstrates success in teaching and professional development
- Excellent written and oral communication skills
- Excellent organizational skills and ability to plan and implement strategic plans
- Successful experience working collaboratively in a higher education setting to develop relationships, trust, and credibility

Demonstrated understanding of multiple pedagogies and methodologies, instructional technologies, and the use of assessment to improve programs and teaching.

Thorough knowledge of accessibility and copyright issues that apply to all modes of instructional delivery.

- Ability to develop, implement, and oversee multiple initiatives simultaneously.
- Demonstrated commitment to valuing and promoting diversity, equity, and inclusion

Demonstrated track record of collegiality, creativity, and entrepreneurial spirit with the ability to move effectively from brainstorming to planning and implementation

Knowledge of team building principles and techniques.

Additional Considerations

- Ability to develop, articulate and implement a strategic vision that fosters innovative educational technologies.
- Three (3) or more years of experience with assessment tools and methodologies for evaluating educational programs, including data analysis and interpretation for program improvement.
- Knowledge and experience with implementation of curriculum design theory, principles, and practices as applied to higher education.
- Demonstrated proficiency leveraging Artificial Intelligence based instructional design applications that foster new pedagogical approaches and efficiencies at scale.
- Expertise and experience with a broad array of educational technologies
- Familiarity with the scholarship and practice of teaching and learning.
- Familiarity with adult learning theories, learning styles and learning outcomes assessment techniques.

Special Instructions

You will be provided a confirmation of receipt when your application and/or resume is submitted successfully. Please refer to "Your Application" in your account to check the status of your application for this position.

Application and/or resume for this position must be submitted electronically by 11:59 p.m. on the closing date through the Commonwealth of Virginia's Job Board/Recruitment Management System (RMS). Mailed, emailed, faxed, or hand delivered applications and/or resumes will not be accepted. Applicants who possess an Interagency Placement Screening Form (Yellow Form) or a Preferential Hiring Form (Blue Form) as issued under the Department of Human Resources Management (DHRM) Policy 1.30 Layoff (Commonwealth of Virginia Employees Only), must attach these forms when submitting their state application and/or resume. The decision to interview an applicant is based solely on the information received for this position from either the electronic application and/or resume. RMS provides a confirmation of receipt when your application and/or resume is submitted successfully. Please refer to "Your Application" in your RMS account to check the status of your application for this position.
Norfolk State University conducts background checks on all candidates identified as a finalist for employment consideration. The type of background check(s) performed are dependent upon the type of position for which you have been identified as a finalist and may include: criminal history, including sexual offender registry checks, reference checks, degree validation, DMV (driving) records, license verification, and credit report reviews. The results of background checks are made available to university employing officials. As a finalist, you will be required to sign an Authorization to Release form. Norfolk State University utilizes Form I-9 and E-verify in the verification of eligibility for employment. Applicants must be authorized to work in the U.S. without employer sponsorship.

EEO Statement
NSU is committed to providing equal employment opportunities for all persons and applicants, without regard to age, color, disability, gender, national origin, political affiliation, genetic information, religion, sexual orientation, sex (including pregnancy) or veteran status. NSU encourages and invites minorities, women, individuals with disabilities and veterans to apply.

Contact Information

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Email: NO EMAIL MATERIAL ACCEPTED

In support of the Commonwealth's commitment to inclusion, we are encouraging individuals with disabilities to apply through the Commonwealth Alternative Hiring Process. To be considered for this opportunity, applicants will need to provide their AHP Letter (formerly COD) provided by the Department for Aging & Rehabilitative Services (DARS), or the Department for the Blind & Vision Impaired (DBVI). Service-Connected Veterans are encouraged to answer Veteran status questions and submit their disability documentation, if applicable, to DARS/DBVI to get their AHP Letter. Requesting an AHP Letter can be found at AHP Letter or by calling DARS at 800-552-5019.

Note**:** Applicants who received a Certificate of Disability from DARS or DBVI dated between April 1, 2022- February 29, 2024, can still use that COD as applicable documentation for the Alternative Hiring Process.