

**Position:** Assistant Teaching Professor (1.0 FTE, non-tenure track, 10 month)

**Proposed Title:** Assistant Teaching Professor, Applied Studies; Faculty Director, Honors Service-Learning and Leadership Academy

A joint appointment in the College of Applied Studies (.50) and the Dorothy and Bill Cohen Honors College (.50), this position will provide leadership for and content to multidisciplinary undergraduate curricula and co-curricular programming including collaborative activities with the Division of Student Affairs involving civic engagement, leadership studies and/or service learning. This position carries a teaching release of 9 credits from the typical 24 credit load to account for college and campus-wide administrative responsibilities. The position will report directly to the Associate Dean in the College of Applied Studies. The Dean of the Cohen Honors College will direct and evaluate teaching and administrative responsibilities in Honors.

**Responsibilities include:**

- Design and teach one course each semester in the College of Applied Studies.
- Design and teach one honors course each semester in the Cohen Honors College.
- Teach one additional course each year with preference given to teaching an honors section of a department course when possible.
- Coordinate a multidisciplinary honors leadership academy including managing endowed Cohen funds pledged for this purpose, managing budget, recruiting faculty, developing curriculum in collaboration with faculty and dean, awarding student scholarships, coordinating logistics, and assessing academic and co-curricular program outcomes.
- Coordinate service-learning activities within and between CAS, Honors College and Student Affairs, examples to include serving as a student involvement resource for CAS faculty, staff, and students; participating in CAS professional development opportunities for students; leading the developing of a new WLAL concentration centered on service-learning and community engagement; etc.
- Increase honors course and program development across all departments in CAS.
- Work with faculty across campus to increase academic service-learning opportunities and assessment within the university curriculum, co-coordinate the Service-Learning Faculty Scholars program in Academic Affairs and serve as a resource for faculty to integrate service-learning and civic engagement into the academic curriculum.
- Participate in program, department, and/or college meetings, as appropriate, and governance activities in each college as determined needed by direct supervisors.
- Monitor and update curriculum requirements and plans of study in relevant areas of study as determined needed by direct supervisors.
- Mentor undergraduate students on pathways to careers.
- Assess academic and co-curricular programs such as those pertaining to civic engagement, leadership studies and service learning.
- Maintain active understanding of current scholarship, national trends and best practices in relevant areas such as higher education leadership, workforce leadership, service learning, student development, and honors programming.
- Lead collaborative efforts with Student Affairs.
- Identify needs and opportunities in the areas of academic service learning and leadership.
- Other duties as assigned (5% Honors, 5% College of Applied Studies)

**Qualifications:**

- Ed.D. or Ph.D. in higher education leadership or a related field

- Experience and expertise in design and assessment of academic programs including demonstrated experience with co-curricular programming and curriculum development
- Demonstrated success in their career, particularly with demonstrated experience and national or international recognition in their field
- Candidates must possess superb interpersonal and communication skills and a collaborative style of contributing to an integrated project of curriculum development

**Preferred Qualifications:**

Preference given to candidates whose experience and interests demonstrate capacity for multidisciplinary collaboration.

**5-year Position Development:** Develop a plan across colleges with measures of success and pathway to promotion. See policy 4.3 regarding non-tenure track faculty positions, titles, and promotion.