

The Department of Collaborative Support and Intervention College of Education

Department Chair and Associate/Full Professor Position Description

We seek a faculty colleague who can provide visionary leadership as Department Chairperson in a newly reorganized department with programs in counseling, reading, special education, speech-language pathology, and ESOL. The Chairperson will unify and move the department toward its goal of providing collaborative outreach and support within the university community and to a broad range of constituents. The Chairperson is responsible for the general direction of the work of the department; the quality and coordination of instruction; the preparation of a budget and expenditure of departmental funds; facilitating collaboration across program areas and departments; fostering the professional growth of faculty and staff; faculty workload assignment; annual performance evaluations of faculty and staff; and the recommendation for continuing appointment, promotion, tenure, dismissal, and salary increases for faculty and staff. The position requires teaching responsibilities and is a 12-month appointment. The Department Chairperson reports to the Dean of the college and serves as a member of the Dean's leadership team. Salary is competitive and commensurate with qualifications and experience. **Required Qualifications** (1) Earned doctorate from an accredited institution in one of the department program areas or a closely related field, (2) established record of teaching, scholarship, and service meriting appointment at the rank of associate or full professor, (3) minimum of three years of experience in P-12 schools, agencies, or clinical settings, (4) minimum of five years of college/university teaching experience, (5) strong leadership, interpersonal, organizational, and communication skills to work effectively with colleagues across the institution as well as public schools and community agencies and clinics, (6) commitment to collaborative work and innovative service and programming, and (7) commitment to student and faculty diversity and multiculturalism. **Preferred Qualifications** (1) Prior administrative experience, (2) experience with program assessment and accreditation, (3) experience in faculty governance, leadership, mentoring, and development, (4) experience working with and supervising doctoral dissertations, (5) experience with online education, (6) experience with securing external funding, and (7) experience with service-based clinics.

Application Process

Electronic submissions encouraged. Submit a letter addressing the qualifications cited above, curriculum vitae, unofficial transcripts and the names, addresses, telephone numbers, and email addresses of at least five professional references. Other documentation may be requested.

Applications and nominations should be sent to:

Dr. Rebecca Stanard Search Committee Chair College of Education
Department of Collaborative Support and Intervention
237 Education Annex
Carrollton, GA 30118

Electronic mail: rstanard@westga.edu Telephone: 678-839-6567 Review of applications begins November 15, 2010, open until filled.