ASSOCIATE DIRECTOR POSITION with the OFFICE OF FACULTY DEVELOPMENT

The Office of Faculty Development is seeking applications and nominations for the position of Associate Director. Candidates for this position are WMU tenured faculty who are looking to develop as leaders on campus, while helping to make significant contributions to faculty development at WMU. Technology and ELearning skills are a requirement.

The Associate Director will be expected to work collaboratively with the Director and current staff of the Office of Faculty Development and various other constituents across campus. The individual chosen for the position will be provided with a 50% buy-out at part time rates in each academic semester and a non-teaching stipend for the summer sessions.

Qualifications and Expectations:

The Associate Director will primarily be responsible for overseeing the programs below:

- New Faculty Seminars
- Teaching Inclusivity Summer Seminar and follow up programming
- Writing Across the Curriculum
- Graduate Student Teaching Institute

The Associate Director will consult and collaborate with the Director and other OFD staff on other programs such as:

- Teaching & Learning Bash
- Faculty Learning Communities
- Academic Leadership Academy

Additionally, the Associate Director will have the opportunity to develop new programs.

Complete applications should include a current vita, and a brief letter of interest that clearly addresses the candidate’s qualifications and interest for the position. A letter of support from the applicant’s chair or director should accompany the application along with the names and contact information of two other references.

Please e-mail all application materials to Jan.gabelgoes@wmich.edu by the close of business on July 6, 2018.

Western Michigan University is an equal opportunity/affirmative action employer.