



Chairperson for the Elementary Education Teacher Education Program, Allen University

Allen University, in Columbia, South Carolina, seeks a visionary and entrepreneurial leader for its growing Teacher Education program. A commitment to the mission of preparing teacher candidates to teach on the elementary education level, collaborative and creative problem solving, strategic leadership ability, and effective communication and interpersonal skills are qualities needed for the program's Chairperson. The Chairperson is the senior academic and administrative leader of the Teacher Education program, and is responsible for strategic planning, operations and financial management. The position offers a comprehensive leadership portfolio that includes faculty development, staff oversight, curricular and pedagogical innovation, assessment, external relations, and enrollment management for the Teacher Education program.

Responsibilities:

- Grow strong partnerships with K-12 schools, districts, and the South Carolina Department of Education (SCDOE) and other external stakeholders.
- Oversee recruitment, supervision, and professional development of a strong and diverse faculty and staff.
- Manage program budget, course scheduling, and faculty.
- Lead the review/revision/adoptions of policies that enhance the student experience.
- Complete required state, federal, and national reports pertaining to teacher education programs.

Qualifications:

- Doctorate in elementary education or closely related field in education;
- Significant K-12 and college teaching experience, and a record of success in higher education leadership and accreditation and licensure responsibilities at the department chair level or higher.
- At least three years leadership and administrative experience;
- Excellent communication and interpersonal skills;

- Experience working with certification or boards, including SACSCOC and CAEP;
- Academic experience with diverse student bodies; and
- Ability to collaborate and communicate across campus, community, and government entities in ways that facilitate awareness and excitement about the Teacher Education program.

The Chairperson of this unit will report directly to the Dean of Business, Education and Social Science Division.

Position is available beginning June 2020.

To Apply:

Submit a letter of interest, and your CV/resume to Dr. Charlene Spearen, Vice President of Academic Affairs at cspearen@allenuniversity.edu.