

Assistant Director of the Personalized Learning Center
Marian University

Direct Link: <https://www.AcademicKeys.com/r?job=236137>

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Posted May 15, 2024, set to expire Dec. 14, 2024

Job Title Assistant Director of the Personalized Learning Center
Department Personalized Learning Center
Institution Marian University
Indianapolis, Indiana

Date Posted May 15, 2024

Application Deadline Open until filled

Position Start Date Available immediately

Job Categories Associate/Assistant Director

Academic Field(s) Teaching & Learning

Job Website <https://marian.rec.pro.ukg.net/MAR1500MNUI/JobBoard/fde73847-46d9-4c8a-924e-a28b5c630bfc/OpportunityDetail?opportunityId=fec0f233-e214-407c-9cb8-9c1b618efe2b>

Apply By Email

Job Description

Job Details

Description

As a part of a diverse community of faculty and staff who represent many faith systems and worldviews, Marian University seeks an Assistant Director of the Personalized Learning Center. The Assistant Director will promote our Catholic and Franciscan mission and identity by conducting the interactive process to determine reasonable accommodations for students with disabilities, and will collaborate with students, faculty and staff to coordinate the effective delivery of reasonable accommodations.

Essential Duties and Responsibilities:

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- * Actively engage the Catholic Franciscan mission and identity of Marian University by modeling the Franciscan Sponsorship Values and honoring the legacy of the founding congregation through transformative education, unity in diversity, leadership through service, integrating faith and life, and institutional policies.
- * Collaborates with the Director in program development and providing strategic leadership to the Personalized Learning Center.
- * Maintains timely and appropriate records by documenting communication with and regarding students/faculty interactions as well as rationale for accommodation decisions.
- * Fluent in developing a social model-based approach to higher education disability services. Will serve as a department and university wide resource regarding: inclusive design, disability services and models of disability, innovative program design.

Required Qualifications:

- * Master's Degree in Disability Studies, Rehabilitation Counseling, Social Work, Special Education, Guidance & Counseling; Higher Education Student Affairs, or related field
- * Two years of disability related experience
- * Demonstrated knowledge, training or experience in State and Federal laws related to Disability Rights and their application to higher education
- * Strong understanding of the Concepts of Universal Design for Instruction and the social model of disability
- * Knowledgeable about transition from K-12 to Higher Education and the implications for disability services
- * Excellent organizational and communication skills both written and verbal including public presentations
- * High level of comfort with desktop computer applications

Preferred Qualifications:

- * At least two years in a supervisory role
- * Versed in the selection and use of adaptive/accessible technology
- * Review of applications will begin immediately and continue until the position is filled.

For Consideration All Applications Require:



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- * Cover Letter
- * Current resume or CV
- * Contact information of three professional references. The reference contact information must be entered after the application is submitted in the "My Presence" section of the applicant profile.
- * Responses to the supplementary mission & identity questions.

Please Review Marian University's Mission & Identity Statement before responding to the supplementary questions on your application:

<https://www.marian.edu/faith>

Marian University is an Equal Opportunity Employer. All individuals, including minorities, women, individuals with disabilities, and veterans are encouraged to apply.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

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