

Director, Center for the Enhancement of Learning and  
Teaching (CELT)  
Tufts University

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Downloaded On: Aug. 10, 2024 7:37am

Posted May 30, 2024, set to expire Dec. 31, 2024

<b>Job Title</b>	Director, Center for the Enhancement of Learning and Teaching (CELT)
<b>Department</b>	Center for the Enhancement of Learning and Teaching
<b>Institution</b>	Tufts University Medford, Massachusetts
<b>Date Posted</b>	May 30, 2024
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Director/Manager
<b>Academic Field(s)</b>	Academic Affairs
<b>Job Website</b>	<a href="https://jobs.tufts.edu/jobs/20545?lang=en-us&amp;iis=Job+Board&amp;iisn=AcademicKeys">https://jobs.tufts.edu/jobs/20545?lang=en-us&amp;iis=Job+Board&amp;iisn=AcademicKeys</a>
<b>Apply By Email</b>	
<b>Job Description</b>	

## Overview

Tufts is a student-centered research university which is made up of approximately 13,000 undergraduate and graduate students, 3,400 staff and 1600 faculty across its campuses in Massachusetts, Portland, Maine, Phoenix, Arizona, and Talloires, France. These campuses are home to eight schools - Arts and Sciences, Dental Medicine, Engineering, Biomedical Sciences, Law and Diplomacy, Medicine, Nutrition Science and Policy, and Veterinary Medicine—and two colleges - the College of Civic Life, and the University College.

Tufts Center for the Enhancement of Learning and Teaching (CELT) serves all Tufts campuses and schools and is a division of the Office of the Provost. The Center's mission is to collaborate with

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faculty, departments, and schools across Tufts to advance a culture of learner-centered, critically reflective teaching and leadership rooted in evidence and equity. We aspire to influence and advance Tufts educational mission by creating an environment that nurtures faculty growth, values the student as a whole person, and promotes innovative and equitable learner-centered practices. Support evidence based, innovative teaching development for all faculty with a goal of sustained engagement over time in a supportive environment. CELT serves as a hub for teaching development activities across the University.

### **What You'll Do**

We are seeking a creative and motivated self-starter who has an understanding of emerging trends that will influence the future of higher education and who has the ability to effectively advocate for educational innovation with institutional leadership.

The Director will report to the Associate Vice Provost for Educational Innovation and is an important contributor to strategically advancing the University's educational vision and organizational change efforts. This role carries broad responsibilities aimed at fostering educational excellence through innovative practices and programs with the support of a dynamic, collaborative team and the guidance of a cross-school Faculty Advisory Board.

### **Essential Functions:**

- Lead efforts to translate the Tufts educational vision into specific innovative educational practices across the university's learning environments.
- Provide leadership for integrating and aligning educational development efforts across schools and departments by working closely with school deans, educational development staff, or department chairs to develop appropriate programming.
- Creative and motivated self-starter who has an understanding of emerging trends that will influence the future of higher education and who has the ability to effectively advocate for educational innovation with institutional leadership.
- Co-lead the University Wide Committee on Teaching and Faculty Development to inform policy and coordination of efforts related to teaching development.

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- Create an environment through the Center that fosters the professional growth and development of Tufts faculty and encourages experimentation and innovation in curriculum design and instructional practices.
- Mentor and support the continuing growth and development of 4 professional staff and one administrative staff member.
- Work with CELT colleagues to develop and sustain evidence-based programming for a variety of faculty ranks and needs on all our campuses.
- Engage in leading and sustaining current initiatives and programs and support the development of innovative future programming.
- Manage the Center's budget and work with University Advancement to secure grant funding for new initiatives.
- Create partnerships and collaborations with both educational development departments of staff embedded in the schools and other university-wide services including Educational Technology Services, Online Learning, and libraries.
- Support learning inside and outside of the classroom, both in person and online, promoting experiential and engaged learning in the context of the Tufts mission and areas of excellence such as civic engagement, sustainability, one health, and global learning
- Engage in scholarship focused on faculty development, teaching and learning.

## What We're Looking For

### Basic Requirements:

Knowledge and experience typically acquired by:

- Doctoral degree
- Five or more years of administrative leadership in higher education in a related area such as educational development or academic affairs.
- Demonstrated application of research in the learning sciences, pedagogy, and educational innovation; knowledge of "best practices" in the field of faculty development.
- Strategic thinker who is comfortable with ambiguity, is flexible, and confident with leading change
- A comfort with using and integrating artificial intelligence and ability to seek its potential for teaching and learning in higher education.
- A demonstrated commitment to fostering an inclusive environment that supports diverse students and faculty and promotes equity in educational opportunities.

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- Experience developing programs to advance online learning.
- Demonstrated supervisory and budget management experience.
- Expertise in curriculum design and development; program development
- Demonstrated experience designing and implementing interdisciplinary and experiential learning innovations.
- Knowledge of research in the learning sciences, pedagogy, and educational innovation; knowledge of “best practices” in the field of faculty development.
- Ability to be nimble and responsive to dynamic changes in higher education.
- Excellent interpersonal skills to create a supportive, trusting environment for faculty.
- Ability to communicate effectively with leaders, faculty, staff, and students across a wide range of disciplines and schools.
- Collaborative leadership style and an ability to engage with university leadership, faculty, staff, students and other stakeholders productively in collaborative, sustained projects.

**Preferred Qualifications:**

- Teaching experience at the college level.
- Experience working with individuals across a wide range of disciplines.
- Engagement with the scholarship of teaching and learning, including research and dissemination of best practices in pedagogy.
- Ability to secure external funding through grants or partnerships to support innovative teaching initiatives and faculty development.

**Work Schedule Requirements:**

This job involves responsibilities that are performed in a hybrid working environment.

This is a full-time, full-year position with at least three days per week on campus. The Center is located on Tufts’ Medford / Somerville campus.



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### **Pay Range**

Minimum \$124,100.00, Midpoint \$155,150.00, Maximum \$186,200.00

Salary is based on related experience, expertise, and internal equity; generally, new hires can expect pay between the minimum and midpoint of the range.

### **Contact Information**

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

### **Contact**