

Director, Office for Faculty Affairs/Center for Faculty  
Innovation  
Alcorn State University

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Downloaded On: May. 9, 2024 3:30am

Posted Nov. 30, 2023, set to expire May 10, 2024

<b>Job Title</b>	Director, Office for Faculty Affairs/Center for Faculty Innovation
<b>Department</b>	Academic Affairs Department
<b>Institution</b>	Alcorn State University Lorman, Mississippi
<b>Date Posted</b>	Nov. 30, 2023
<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 Administration - General
<b>Job Website</b>	<a href="https://jobopps.alcorn.edu/postings/6630">https://jobopps.alcorn.edu/postings/6630</a>
<b>Apply By Email</b>	
<b>Job Description</b>	

### Job Summary

The Director, Office for Faculty Affairs/Center for Faculty Innovation will oversee the development of a faculty innovation program which include the identification, implementation, and deployment of workshops, training sessions, and seminars to promote the continued maintenance of instructional and research excellence.

The Director, Office for Faculty Affairs/Center for Faculty Innovation will be responsible for designing and providing training and faculty support on effective use of online collaborative learning strategies and techniques, collaborating with faculty, department chairs, and deans to establish a faculty mentoring program, conducting needs assessment and faculty development evaluations to

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create/revise comprehensive plans of improvement, assisting and working with existing academic units to provide faculty support and training that is aligned with the University strategic plan, designing, developing and effectively disseminate on-demand and online faculty tutorials, and collaborating with Institutional Effectiveness to ensure the development of. comprehensive, university-wide deployment of instructional assessment measures.

### **Knowledge Skills and Abilities**

- Proficient with current instructional technology and online course authoring tools,
- Excellent knowledge of learning theories and instructional design,
- Excellent oral and written interpersonal communication skills,
- Project and process management capabilities that supports operation of multiple projects,
- Evidence of skill in designing and delivering training programs for best practices in pedagogy and,
- Ability to work effectively with culturally diverse populations

### **Essential Job Functions**

- Oversee the development of a faculty innovation program which include the identification,
- implementation, and deployment of workshops, training sessions, and seminars to promote the continued maintenance of instructional and research excellence,
- Design and provide training and faculty support on effective use of online collaborative learning strategies and techniques,
- Collaborate with faculty, department chairs, and deans to establish a faculty mentoring program,
- Conduct needs assessment and faculty development evaluations to create/revise comprehensive plans of improvement,
- Assist and work with existing academic units to provide faculty support and training that is aligned with the University strategic plan,
- Design, develop, and effectively disseminate on-demand and online faculty tutorials and,
- Collaborate with Institutional Effectiveness to ensure the development of comprehensive, university-wide deployment of instructional assessment measures

### **Qualifications**

- Master's Degree in Education (PhD preferred), Instructional Design, Curriculum Design, or related field.
- Minimum of 5 years training/teaching experience

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**Contact Information**

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

**Contact**

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