FISK UNIVERSITY
Job Description Form

Position Title: Assistant Professor (Tenure Track)

Department: Department of Behavioral Sciences and Education

Reports To: Provost by way of the Dean of the School of Humanities and Behavioral Social Sciences, the Chair of the Department of Behavioral Sciences and Education, and the Discipline Coordinator of Special Education

FLSA Designation: Exempt

Bargaining Unit Position: No

Date Written/Revised: June 2014

POSITION SUMMARY:

Reporting directly to the Discipline Coordinator of Special Education, this tenure-track position will be involved in all aspects of curriculum development and restructuring, specializing in interdisciplinary courses in mathematics, science and computing education, with a background in educational leadership and supervision to manage school, community and outreach efforts, pursue a research agenda, publications and external funding.

ESSENTIAL FUNCTIONS:

- Teach undergraduate courses in elementary and secondary education, with the ability to embed computer science instruction and/or instructional technologies for the teaching of elementary and/or secondary mathematics and incorporate diverse perspectives into instruction.

- Facilitate, lead and supervise teacher professional development, community and outreach projects in STEM education. The position will involve supervising student practicum and internship experiences and collaborating with local teachers in schools who mentor pre-service teachers.

- Developing a generalist secondary education and/or mathematics education course at the undergraduate or graduate level. Participate in program development, curriculum restructuring and accreditation processes.

- Advise undergraduate, masters, and education specialist degree seeking students, direct graduate research studies in STEM education when qualified, serve on dissertation committees, serve on student and faculty committees, and provide service within the University, to state and local educational agencies, and to relevant professional organizations.
Exceptional oral and written communication skills with the ability to collaborate between the College of Education and College of Arts and Sciences and serve as liaison between the local school systems.

Maintain an active research record in mathematics education and publish in scholarly peer-reviewed journals and obtain external funding in support of scholarly activity in STEM education.

QUALIFICATIONS:

Education: Doctorate in Curriculum Studies with emphasis in Mathematics, Mathematics Education or equivalent. A background in Education Leadership and/or Supervision is recommended, but not required.

Experience: Minimum of 5 years of K-12 certified teaching experience with urban and/or disadvantaged populations

Licenses or Certificates: None required.

Starting Date: August 8, 2014

Salary: Commensurate with experience and qualifications.

To Apply: Please submit a letter of application, curriculum vitae, a statement of teaching philosophy, a 2-3 page description of proposed or current research project and contact information for three professional references. Letters of recommendation may be requested from referees at a later date.

Additional Requirements: A background check and official transcripts will be required of the successful applicant.

Application Materials should be sent electronically to: careers@fisk.edu

Electronic submission is required for all materials. To expedite processing, please reference the position title in the subject line of your message.

DEADLINE: Application Materials will be received until the position is filled. Initial screening of applicants will begin immediately.

Fisk University is an equal opportunity/affirmative action employer. All persons will be offered employment and promotion on the basis of qualifications and capabilities without regard to race, religion, sex, national origin, qualified ADA recognized disability or veteran status. In addition, the University sponsors and encourages an environment of affirmative action toward equal opportunity in all divisions affecting the recruiting, hiring and promotion of employees at all levels.