



**ASSISTANT PROFESSOR OF EDUCATION –EDUCATIONAL ADMINISTRATION  
SCHOOL OF EDUCATION  
FACULTY APPOINTMENT  
START DATE: JULY 1, 2017  
10 MONTH POSITION**

*Application review will begin December 1, 2016. Position remains open and applications reviewed until filled. Campus interviews anticipated for January 2017.*

Founded in 1890, Whitworth has been consistently ranked among the top regional colleges and universities in the West. In its strong liberal arts undergraduate education and graduate programs, Whitworth combines the Christian heritage of the university, its commitment to academic rigor and its long-standing orientation toward human service. A community of Christian scholars carries out the university's mission "to provide its diverse student body an education of the mind and heart."

The School of Education at Whitworth University offers undergraduate and graduate programs for the initial preparation of teachers and masters' degree programs for the preparation of administrators, counselors and advanced preparation for teachers. All professional education programs are approved by the Washington Professional Educator Standards Board.

**FUNCTION:**

Reporting to the Associate Dean for Graduate Studies in Education, provide program leadership and teach courses in educational administration/principal preparation program, and graduate level core curriculum courses. Provide energetic, collegial leadership; participate in innovative program development and refinement; and collaborate with university and P-12 school system personnel. Position has two months' academic leave yearly.

**RESPONSIBILITIES AND RELATED DUTIES**

1. Oversee the principal preparation program including curriculum, adjunct faculty appointments, candidate recruitment, advising, teaching and internship placement and supervision.
2. Chair the Professional Education Advisory Board for Educational Administration.
3. Serve on the Graduate Studies in Education leadership team and committees as needed.
4. Teach additional courses in graduate and/or undergraduate teacher preparation programs appropriate to academic preparation and experience.
5. Monitor the academic progress of students and develop growth plans as needed.
6. Serve as a community liaison building relationships with local school districts.
7. Ensure that Educational Administration program is in compliance and is aligned with state and national standards.
8. Oversee the implementation of the Educational Administration assessment plan.
9. Assists with student recruitment for the Educational Administration program
10. Serves on the Educational Administration admissions committee.
11. Participate in departmental activities and university governance (ie. Attend faculty assemblies, professional development days, retreats, and committees.)
12. Active involvement in appropriate professional and scholarly activities including research.
13. Participate in state, regional and national professional associations.

**QUALIFICATIONS, SKILLS AND ABILITIES:**

- Earned doctorate preferred (ABD considered) in school administration or related field
- Minimum of three full years of K-12 teaching experience and three full years of school administration experience at the principal level or higher

- Familiarity with integration of technology in education
- Experience in university level teaching, assessment, practicum supervision, grant-writing, and familiarity with school administration certification are all desirable
- Demonstrated potential for teaching excellence, scholarship and leadership required
- A personal commitment to the Christian faith and to the integration of faith and learning
- Demonstrated awareness and commitment to effectively establishing relationships and positive communications across multiple dimensions of diversity including, but not limited to race, gender, physical limitations, class or religious perspectives are required.
- A commitment to the educational mission of Whitworth as a Christian liberal arts university affiliated with the Presbyterian church.
- Background check and education verification required.

#### **APPLICATION PROCESS**

The following documents are required to complete the online application form at [www.whitworth.edu/jobs](http://www.whitworth.edu/jobs):

1. A letter of interest that relates your education and experience to the required qualifications of the position.
2. A personal essay characterizing your Christian faith. Please read [www.whitworth.edu/facultyfaithessay](http://www.whitworth.edu/facultyfaithessay) before you write your essay.
3. Your curriculum vitae.
4. The names, addresses, telephone numbers and email addresses of three or more professional references.
5. Your graduate and undergraduate transcripts (may be unofficial at this time)
6. Three recent student course evaluations (if available).

Please direct questions about the application process to Human Resources at [jobs@whitworth.edu](mailto:jobs@whitworth.edu).

Please direct questions about the position to the search committee chair, Dr. Roberta Wilburn at [rwilburn@whitworth.edu](mailto:rwilburn@whitworth.edu).

#### **ABOUT THE SPOKANE AREA**

Spokane Washington with a population of about 200,000 is located on the Spokane River west of the Rocky Mountain foothills in eastern Washington State. The region enjoys four seasons with the associated outdoor activities (mountain biking, climbing, swimming, boating, snowmobiling, skiing, etc.). Spokane is within 4-5 hours of three major national parks (Mt Rainier, North Cascades, Glacier) and the Canadian Rockies. The city of Spokane is large enough to have a thriving downtown area with a riverfront park yet small enough to avoid the heavy traffic associated with larger cities. Whitworth is close to the Mead school district which is one of the top elementary school districts in the nation. In addition, Spokane has excellent health care facilities, and other top educational institutions close by. For more information on Spokane please visit <http://www.movetospokane.com/>

Whitworth complies with all federal, state, and local nondiscrimination laws that are applicable to religious nonprofit institutions and does not engage in unlawful discrimination on the basis of race, color, national origin, age, sex, or disability. With our commitment to building a diverse community, the university encourages applications from populations underrepresented at Whitworth including members of racial/ethnic communities, women, and persons with disabilities.