

Associate Professor of Educational Literacy and Leadership and Department Chair

Sacred Heart University seeks a dynamic and experienced academic leader to join its Department of Educational and Literacy Leadership as a tenure track **Associate Professor and Department Chair**.

Primary Responsibilities:

Teaching and Scholarship

- Teach graduate and/or doctoral courses in educational literacy and leadership, focusing on preparing candidates to support the academic, social, and emotional needs of students.
- Maintain a scholarly research agenda in areas aligned with the department's mission.

Department Leadership

- Serve as the department's representative to the university administration, advocating for the mission of the department and the Farrington College of Education and Human Development (FCEHD).
- Lead departmental governance, including scheduling, setting agendas, facilitating meetings, and overseeing day-to-day operations.
- Supervise and mentor faculty and staff, fostering a collegial and collaborative departmental culture.
- Ensure compliance with accreditation standards and support continuous improvement efforts, including course evaluations, program assessments, and curriculum reviews.
- Collaborate with program directors, course coordinators, and adjunct faculty to enhance program quality and support faculty development.

Service and Community Engagement

- Promote and support professional development opportunities for faculty and adjunct instructors.

Program Oversight and Development

- Oversee programmatic changes, new course proposals, and revisions to ensure alignment with state and national standards, including accreditation requirements.
- Facilitate departmental efforts to integrate feedback from faculty, adjuncts, and students.
- Lead the review of the department's bylaws and governance processes, ensuring alignment with the Faculty Handbook and college-wide policies.

Departmental Governance Responsibilities:

The Department Chair, as outlined in the bylaws, plays a key role in fostering transparent shared governance. Key responsibilities include:

- Convening and facilitating monthly departmental meetings with clear agendas and minutes.
- Ensuring timely communication and decision-making through consensus-building and collaboration with faculty.
- Establishing and overseeing ad-hoc committees as needed for search processes, promotion and tenure reviews, and other department functions.
- Supporting adjunct faculty by gathering feedback and providing professional development to enhance teaching quality and alignment with department goals.

Required Qualifications:

- An earned doctorate in Educational Literacy, Educational Leadership, or a closely related field.
- At least six years of experience in higher education with demonstrated excellence in teaching, scholarship, and service.
- Evidence of effective leadership in roles such as department chair, program director, or similar.
- A sustained research agenda with a focus on educational literacy, leadership, or a closely related area of study.
- Experience mentoring and advising graduate and doctoral students, including dissertation supervision.
- Commitment to Sacred Heart University's mission and values.

Application Process:

Applicants should submit the following:

1. A letter of interest highlighting qualifications and experience.
2. A current curriculum vitae.
3. A statement of teaching philosophy.
4. Contact information for three professional references.

Priority consideration will be given to applications received by April 1, 2025.

Sacred Heart University is a space that respects and embraces differences, recognizes the unique contributions that individuals can make, and creates a community that maximizes the potential of all faculty and staff. As an equal opportunity employer, we encourage applications from qualified candidates who reflect the wider world in which we live.