



**Director
Office of Assessment, Data Management, and Digital Learning
College of Education
Vacancy #931628**

The Director of the Office of Assessment, Data Management, and Digital Learning will provide guidance to the College of Education (COE) with developing and leading a comprehensive assessment system centered on a culture of evidence of student learning outcomes in all related professional and academic programs.

The Director will provide leadership, coordination, and professional expertise for program evaluation, accreditation, assessment, research efforts, and digital learning initiatives within the College of Education and across various academic units.

The Director will be tasked with the following duties:

- Developing systems and procedures to support unit/program evaluation.
- Coordinating accountability reporting with other universities, North Carolina Department of Public Instruction (NCDPI), and UNC system offices.
- Preparing unit reports for Council for the Accreditation of Educator Preparation (CAEP) and specialty area accreditations for a large, comprehensive unit.
- Coordinating and facilitating preparation of program accreditation reports for NCDPI.
- Facilitating NCDPI program approval process for all licensure programs.
- Facilitating portfolio assessment for all licensure and programmatic assessments in the COE and Educator Preparation Program at ECU and serving as primary contact with third party/outside vendors.
- Preparing annual reports for CAEP/AACTE, UNC System Office, NCDPI, and others as requested.
- Collaborating with faculty on research to improve student and program area outcomes.
- Participating in unit strategic planning activities and recruitment/retention efforts.
- Supervising departmental employees, overseeing departmental budget, and leading regular department meetings to discuss activities, work, and goals of the unit.
- Identifying, seeking funding for, and leading coordination for technological platforms for data collection, research, assessment, and evaluation.
- Serving on various institutional and state committees and other activities as requested by the Dean or Assistant Dean of Undergraduate Affairs and Educator Preparation.
- Collaborating with the Office of Institutional Planning, Assessment, and Research (IPAR) to provide assistance to departments in strategic planning to improve educational programming and service delivery and to enhance the quality of student learning outcomes in all related professional academic programs.
- Supporting institutional effectiveness and assessment efforts in consultation with IPAR and lead the assessment and accreditation efforts for the College.
- Assisting the SACSCOC reaffirmation process and serving in a key leadership role in the accreditation efforts for the NCDPI and CAEP.
- Facilitating the implementation and continued support of ECU and COE faculty digital learning.

Requires a masters degree in education, or a related area such as higher education or educational leadership. All qualifying degrees must be conferred and received from appropriately accredited institutions. Doctoral degree preferred.

View this job posting at: <http://ecu.peopleadmin.com/postings/20541>

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