



# Executive Director

## Herb Innovation Center

### Judith Herb College of Education

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The Judith Herb College of Education at The University of Toledo is seeking an Executive Director of the [Herb Innovation Center](#). The mission of the Herb Innovation Center is to improve the profession of education. We believe this is accomplished by supporting innovative and sustainable educational and human science research, growing collaborative university partnerships, and by offering graduate and undergraduate students applied research experiences vital to their professional and academic development.

Within the Herb Innovation Center, the resources are in place to help foster and enhance the research productivity and continuing professional development of the faculty of the Judith Herb College of Education. The incubation of collaborative projects will focus on addressing the educational challenges that face our community partners in Northwest Ohio/Southeastern Michigan as well as throughout the state of Ohio. Moreover, opportunities are being actively sought for developing scholars (both at the graduate and undergraduate levels), and for supporting and contributing in research (both large scale as well as more local action research) projects. Specific services and supports that are connected to the Herb Innovation Center include graduate assistantship support, small grant and research support for faculty, mentorship of future researchers, grant writing development, and continuing professional development opportunities.

Responsibilities include managing the Center, facilitating collaborative research projects, supporting faculty scholars and other research teams, and assistance with grant writing and/or operation. The Executive Director reports directly to the Dean of the College.

The Judith Herb College of Education employs 49 full-time faculty members. Enrollment consists of approximately 1200 students across a range of Bachelor's, Master's, Education Specialists, and Doctoral programs. Applications need to be submitted via The University of Toledo's website <https://www.utoledo.edu/jobs> and must include a cover letter, names and contact information for three references, current CV, statement of teaching philosophy; recent publications and presentations. The committee will request letters of recommendation for

finalists. Review of applications will begin on April 15th, 2019 and will continue until the position is filled.

**Qualifications:**

Required qualifications for the position:

- Full professor status or associate professor with record/dossier to obtain full professor appointment
- National recognition as a researcher and scholar in a field consistent with the mission of the Herb Innovation Center
- Grant writing experience and evidence of successful grant awards and implementation of funded projects

Recommended qualifications for the position:

- Prior experience as a center director or related administrative position
- Expertise in program evaluation and/or research design, including qualitative and/or quantitative methodologies or case study/single subject design
- Record of research/grant collaboration with school districts and/or community agencies

The above list of duties is intended to describe the general nature and level of work performed by people assigned to this classification. It is not to be construed as an exhaustive list of duties performed by the people so classified, nor is it intended to limit or modify the right of any supervisor to assign, direct and control the work of employees under his/her supervision.

The University of Toledo is an equal opportunity, affirmative action employer. The University is dedicated to the goal of building a culturally diverse and pluralistic faculty and staff committed to teaching and working in a multicultural environment and strongly encourages applications from women, minorities, individuals with disabilities, dual-career professionals and covered veterans.

The University of Toledo does not discriminate in employment, educational programs, or activities on the basis of race, color, religion, sex, age, ancestry, national origin, sexual orientation, gender identity and expression, military or veteran status, disability, familial status, or political affiliation.

The University of Toledo provides reasonable accommodation to individuals with disabilities. If you require accommodation to complete this application, or for testing or interviewing, please contact the Human Resources Department at 419-530-4747 between the hours of 8:30.AM. and 5:00PM or apply online for an [accommodation request](#).