



## ***OFFICE OF HUMAN RESOURCES***

### **POSITION ANNOUNCEMENT**

**POSITION TITLE:** Assistant Professor of Education/Program Coordinator of Undergraduate and Graduate Elementary Education

**PERSONNEL STATUS:** PIN/Faculty

**DEPARTMENT:** Teaching, Learning and Professional Studies (TLPD)

**OPEN DATE:** November 6, 2017

**CLOSING DATE:** Open Until Filled

**Responsibilities:** Teaches primarily in the Undergraduate and Graduate Elementary Education (ELED) Programs; serves as the Program Coordinator for both the Undergraduate and Graduate Elementary Education Programs; demonstrates teaching strategies and techniques that are designed to meet the needs of diverse learners; assists in reviewing and revising the curriculum for elementary education that meets CAEP at the national, state, and local standards; and preparing for the CAEP visit; demonstrates skills to assist with writing the ELED Accreditation Reports/Specialized Program Associations (SPA); demonstrates strong leadership, organizational skills and experiences to improve students' learning in the classroom and in the field of education; maintains current professional organizational guidelines and standards for the undergraduate and graduate programs; works collaboratively with the campus community, community partners, Professional Development Schools (PDS), and other external partners to strengthen recruitment and retention in the department; advises students in the Undergraduate and Graduate Elementary Education Programs; serves on various departmental and university committees; maintains teaching, research and service projects and activities to excel toward tenure.

**Qualifications:** Doctorate in Elementary Education or related field in education required. Demonstrated experience as a 1-6 grade teacher and teaching elementary education courses at the higher education level preferred with 3-5 years of experience. The incumbent must have experience in various educational settings and knowledge of urban education; candidate must also be knowledgeable about elementary education procedures, policies, and laws; proficient in the use of technology; current literature and research in the field and classroom assessment practices; ongoing involvement in professional organizations and activities; the ability to maintain effective working relationships with colleagues internally and externally; must demonstrate the ability to work with various racial, ethnic and culturally diverse students populations and diversity issues that are a challenge in our school systems and communities.

**APPLICATIONS:** Interested and qualified applicants should submit a cover letter, curriculum vitae, teaching philosophy, unofficial transcript(s) (official transcripts will be required of the successful candidate), along with a faculty application and three (3) professional letters of references. **Incomplete submissions without an application will not be considered.** Email or mail all documents to:

**Office of Human Resources  
Bowie State University  
14000 Jericho Park Road  
Bowie, MD 20715  
JOBS@bowiestate.edu**

**Bowie State University is Middle States Associate of Colleges and Schools accredited. The College of Education is fully accredited by the National Association for the Accreditation of Teacher Education (NCATE), now CAEP.**

**Bowie State University is an Equal Opportunity/Affirmative Action Employer**

*Auxiliary aids and services for individuals with disabilities are available upon request. Please contact the University's EEO Officer at 301-860-3442.*

To download the BSU Faculty application, go to <https://www.bowiestate.edu/files/resources/bsu-faculty-teaching-application-form-revised-9-14.pdf>

***In accordance with the Cleary Act of 2000, you are advised to contact the Bowie State University Campus Police Office for Disclosure of Criminal Incidents that occur on our campus.***