

Director, Instructor Development

The Director of Instructor Development will have a 50%, two-year administrative appointment in the Division of Academic Affairs and will serve as part of the Center for Excellence in Learning and Teaching (CELT) administration team. The appointment may be renewed. The Director of Instructor Development will receive 50% release time for the appointment. In the case of B-based faculty, the Director may also receive partial support for work carried out in the summers related to the position. The Director will receive a working space in CELT and retain their office space in their home department and other ordinary faculty services and prerogatives.

Responsibilities

1. Programming:

- Refine and lead teaching-related professional development workshops as requested for university-wide, college, and administrative councils.
- Provide input and insight for core programming areas, including the Annual Student-Centered Learning Workshop, Course Design Institute, etc.
- Help facilitate ~10-15 of the Annual Student-Centered Learning Workshops.
- As schedule permits, attend CELT events and workshops, particularly those featuring invited ISU faculty and staff.

2. Personnel supervision:

- Supervise and mentor the very talented Instructor Development Coordinator and the Scholarship of Teaching and Learning (SoTL) Assessment Coordinator.

3. Join the CELT leadership team:

- Provide input into the administration of CELT,
- Consult with faculty, as identified by need and topic area,
- Serve as CELT representative for selected university committees.

Eligibility

Any tenured or term associate or full professor at Iowa State is eligible. Applicants must be on full-time appointments and have been employed at ISU for at least five years.

Application Process

Applicants who wish to be considered for this appointment should submit the following materials electronically in a single PDF document to CELT at celt@iastate.edu.

- Application form (signature of the department chair is required)
- Updated vita
- Letter of interest focusing on related skills/experience and career goals
- The names of three on-campus references

A committee led by Sara Marcketti will review applications and conduct the interview process.

Applications Due: 22 January 2024

Start Date: 15 July or 1 August 2024

**Director, Instructor Development
Center for Excellence in Learning and Teaching
Iowa State University**

I. Name: _____

Department: _____

Rank/title: _____ Years at ISU: _____

II. Other required application materials:

- Updated vita
- Letter of interest focusing on related skills/experience and career goals.

III. Names of three on-campus references:

Name:

Position:

Phone/email:

IOWA STATE UNIVERSITY

Center for Excellence in Learning and Teaching

Name:

Position:

Phone/email:

Name:

Position:

Phone/email:

IV. Please obtain the signatures indicated below:

NOTE: Signatures on this form constitute an endorsement of the faculty member's participation. Department chairs indicate that they understand and concur with the arrangement whereby the applicant, if successful, will be provided release-time on a part-time basis for length of term, maintain a CELT office presence, and retain all faculty prerogatives.

Applicant: _____ Date: _____

Department Chair: _____ Date: _____

Submit application form and supporting materials electronically in a single PDF document to CELT at celt@iastate.edu. Direct questions to Sara Marcketti, sbb@iastate.edu.