Greetings

Greetings,

As the semester comes to a close we encourage you to finish strong. The summer is a great chance to gain experience through internships and/or employment. Be sure to reach out during your search.

Best Wishes,
Your School of Education Career & Student Services Staff

News & Events

Project Zero Spring Conference
Friday, May 12th 8:00 AM – 5:00 PM

Tips

In a doctoral program, it is critical to remain organized for academic success. The same is true in any job. **Strong organizational skills are a typically listed as a job requirement for virtually any position.** If you struggle to stay on top of every task you need to complete or event you need to attend, here are some tips to help you organize your academic and eventually professional life:

- **Make use of the University Library System to organize your academic life.** Librarians are basically professional helpers who are hired to make student, staff, and faculty lives easier. The library offers services like EndNote and Mendeley help to assist with your academic research as well as academic databases organized by subject.

- **Write down your to-do list to organize your tasks and events.** And by write, we mean with a pen or pencil. Digital to-do lists are fine, but writing by hand actually helps you remember what you need to do better.

- **Have a space specifically for studying.** Having a space for work, academic or professional, can help you feel motivated and disciplined to finish whatever it is you need to complete.

- **Organize your job search with tools like Microsoft Excel.** Spreadsheets can help you compartmentalize different facts about the job: When is the deadline? What resources do you need? Who is your point of contact? etc.
Non-Academic Job Postings

Penn State University University Park, PA
Associate Director for Student Engagement (Posted April 26th)

The successful candidate will be responsible for the management, supervision, evaluation, and staff development of the specific units for which s/he will directly supervise. This will include preparing/monitoring budgets, and for preparing administrative, personnel, budgetary, statistical, and other reports for the Director. This position will also interact as a liaison with Global Connections, a non-profit organization affiliated with the United Way of Centre Country and Penn State University. Global Connections mission is to promote intercultural understanding and build a strong, inclusive community through service, education, advocacy and partnership. This may include coordinating major funding projects with unit-wide impact in support of the unit’s strategic mission, grant writing/development inquiries and lead overall assessment strategies for the various areas within DSE. This individual will also serve on committees, both internal and external as requested by the Director. S/he will provide advice and recommendations to the Director of Student Engagement in the overall management of DSE.

Northwestern University Evanston, IL
Assistant Director, Student Affairs Assessment & Planning (Posted April 18th)

Northwestern University seeks a technologically-minded researcher to serve as Assistant Director of Student Affairs Assessment and Planning. The office supports over 30 departments across the Division of Student Affairs on their assessment, evaluation, and strategic planning needs. As one of three full-time positions in the office, this new position was created to meet the growing demand and complexity around student affairs assessment. The person in this role is responsible for conducting a variety of quantitative and qualitative data analysis projects, including querying a variety of complex database systems used by numerous Division departments. The ideal candidate for this position is fluent in SQL, has high competence handling complex data management tasks, and also has experience with assessment and evaluation in a higher education setting.

Rensselaer Polytechnic Institute Troy, NY
Vice President for Student Life (Posted April 4th)

The Vice President oversees the areas of Athletics, Archer Center for Student Leadership, Career Development Center, Chaplain’s Office, Dean of Students Office, Office of the First-Year Experience, Office of the Registrar, Rensselaer Union, Residence Life programs, and Student Health Services Center. With approximately 207 full- and part-time staff reporting to the Vice President, the incumbent will additionally be responsible for an overall division budget, including athletics, of approximately $22M. The Vice President serves as a member of the President’s Executive Cabinet and participates in strategic planning and decision making for the institution and all subsidiaries.

U.S. Army War College, Carlisle Barracks, PA
Strategic Education Program Manager (Posted April 12th)

Carlisle Barracks is an installation at the center of the Army and Department of Defense Senior Leadership educational programs. The historic post supports missions such as the U.S. Army War College, including the Center for Strategic Leadership, the Strategic Studies Institute, the Army Physical Fitness Research Institute, the Army Heritage and Education Center and the Dunham U.S. Army Health Clinic. The post is a vibrant, cutting-edge workplace that supports the education and training of tomorrows military leaders. Carlisle Barracks is one of Central Pennsylvania's leading and most respected employers.

Blackburn College Carlinville, IL
Director of Student Diversity, Success & Inclusion (Posted April 23rd)

The Director advises, counsels, and mentors underrepresented students; directs and assists efforts to recruit and retain these students; and participates in the ongoing growth of a campus climate that appreciates and values diversity.

Academic Job Postings

Clemson University Clemson, SC (Posted April 20th)
The Director of the Teacher Residency program serves at the pleasure of the Dean. The Director oversees all aspects of the Teacher Residency Program and participates in policy development and implementation. The Director is a key member of the College's support and leadership team and reports to the Executive Director Field and Clinical Partnerships and Outreach.

**Lindsey Wilson College** Columbia, KY (Posted April 19th)

**Associate Professor of Education**
Lindsey Wilson College is seeking applicants for the position of Associate Professor of Education beginning August 2017. The Education Division offers the Bachelor of Arts degree in Elementary, Middle, and Secondary Education with licensure in English language arts, math, biology secondary / science middle, and social science. P-12 licensure programs in music, art, PE and health education are housed within the department. Faculty responsibilities include teaching four classes per semester, in the undergraduate and / or graduate teacher education programs in the area of expertise, advising undergraduate education students, and fulfilling campus responsibilities. An opportunity exists for serving as Chair of the Division, with appropriate adjustment in teaching load.

**Trinity Washington University** Oakland, CA (Posted March 7th)

**Assistant Professor of Special Education**
The Assistant Professor of Special Education will work with the Dean of the School of Education to oversee and teach courses in special education at all levels (PK - 12); supervise students during their student teaching internships; develop partnerships with local schools; and contribute to the assessment and accreditation of teacher education programs. Responsibilities of this 12 month position also include advising students and the recruiting of adjuncts to teach courses in the program. The Special Education program at Trinity focuses on inclusive education and believes in giving all teachers the skills they need to serve the needs of each individual student. In addition to an MAT in Special Education, Trinity offers a dual-licensure option so that candidates who are pursuing a license in Early Childhood, Elementary, or Secondary education can also meet requirements for a Special Education licensure.

**Fayetteville State University** Fayetteville, NC

**Chair of the Department of Educational Leadership** (Posted April 24th)
The department seeks an accomplished colleague and department chair with higher education experience. The chair is the chief academic, administrative, and fiscal officer for the department; a leader who is the contact person and chief advocate for faculty, staff, and students. The chair communicates the vision and purpose of the department and institution to internal and external stakeholders. The chair provides leadership for a department that houses the university's only doctoral program; Educational Leadership and a Masters in School Administration (MSA) program. The chair provides visionary leadership to promote high quality scholarly activities, curriculum development and delivery, professional development, the procurement of external funding, and represents the department at all administrative meetings. The chair reports directly to the Dean of the School of Education.

**California State University – Bakersfield** Bakersfield, CA (Posted April 26th)

**Assistant Professor in Teacher Education (with special emphasis in Elementary Education)**
Must be able to teach in the multiple subject credential programs in a variety of areas including strategies and methods and assessment courses as well as supervise candidates during their field experiences. Other related duties include advising, committee work, a program of scholarship, and service to the profession and the community.

---

**Fellowships & Grants**

Jump to [Non-Academic Job Postings](#) or [Academic Job Postings](#).

**Post-Doctoral Psychology Fellowship** (Applications due May 30th)
The Spalding University Counseling and Psychological Services Center (CaPS) is pleased to offer a 12-month Post-Doctoral Psychology Fellowship from August 2017 through July 2018. We are seeking a team-oriented generalist with strong clinical skills ready to meet the increasing severity of college students’ mental health needs. Demonstrated experience working with underrepresented student populations, a commitment to social justice, as well as competencies in brief treatment, crisis management, group interventions, assessment, and the provision of supervision are preferred.

**Post-Doctoral Fellow (Visiting Assistant Professor) - Assessment & Program Evaluation** (Posted April 7th)
The Graduate Center seeks a Post-Doctoral Fellow who will report to the Director of Institutional Research and Effectiveness and work closely with the Director of the Teaching and Learning Center to design and carry out evaluation studies to support strategic planning and decision making at The Graduate Center, enhance institutional effectiveness, and refine the pedagogical training
offered to students. The successful candidate may also be affiliated with Sociology, Educational Psychology or other relevant doctoral programs. The anticipated start date is September 2017.

**Chancellor’s Doctoral Incentive Program**

Through the Chancellor’s Doctoral Incentive Program (CDIP), the California State University (CSU) provides financial assistance in the form of a student loan to a limited number of individuals pursuing doctoral degrees. The program seeks to provide loans to doctoral students who are interested in applying and competing for CSU instructional faculty positions after completion of the doctoral degree.

**Southern Regional Education Board**

The Doctoral Scholars Program provides multiple layers of support — not only financial assistance and research funding, but also career counseling, job postings and a scholar directory for networking and recruiting. Mentoring and advocacy for scholars is crucial, and support continues into early careers as graduates become faculty members.