Director of the University Core of Common Studies

Applications and nominations are sought for the position of Director of the University Core of Common Studies for up to three years, beginning summer 2016 and ending with the completion of the spring 2019 term. This is a half time, 12-month temporary position. The Director of the University Core of Common Studies will have a unique opportunity to help shape undergraduate education at Marquette. This position reports to the Vice Provost for Academic Affairs.

Duties
The Director of the University Common Core has direct responsibility for the leadership of the Core curriculum and Core learning outcome assessment.

- The Director serves as non-voting chair of the Core Curriculum Review Committee and coordinates the work of the CCRC in the further development, maintenance, assessment and evaluation of the university Core.
- The Director serves as the program assessment leader for the Core, and is a member, ex-officio, of the University Assessment Committee. Working in coordination with the Assessment Director, the Core Director is responsible for the collection and initial aggregation of core learning outcome assessments and coordination of the evaluation of assessment evidence by the CCRC.
- The Director serves as an ex-officio member of the University Board of Undergraduate Studies.
- The Director will take a lead role in the implementation phase of revising the University Core of Common Studies.
- The Director may be asked to attend national meetings on General Education and Assessment as a representative of the University.
- The Director may have additional duties to work on specific undergraduate curricular and support projects as assigned by the Vice Provost.

Requirements
- Earned doctorate; with credentials to be appointed as a participating faculty member in one of Marquette’s colleges;
- College-level teaching experience that includes curriculum and course development;
- A strong commitment to a liberal arts Core;
- Proven effectiveness in curricular development or revision;
- Demonstrated leader with strong organization and communication skills;
- Experience with program outcome assessment is highly desirable.

Applications
A full application consists of a letter of interest addressing the specific position requirements, curriculum vitae, and two letters of reference from individuals who can speak to the applicant’s curricular experience and effectiveness as a leader. To discuss the position further, contact Vice Provost John Su (288-3476). Application materials may be sent to John.Su@Marquette.edu. Deadline for applications is April 1, 2016. Review of candidates will begin immediately thereafter and continue until the position is filled.

Note: The applicant’s Dean must approve the assignment prior to appointment if candidate is a Marquette adjunct or participating faculty member.