CSUSM’s Faculty Center Announces
Associate Director
Fall 2015-Spring 2017
Applications Due Monday April 27, 2015

The Associate Director for Teaching and Learning will work with the Faculty Center Director and the Faculty Center Advisory Council to provide opportunities for faculty to develop a wider repertoire of abilities and strategies related to effective teaching and learning. The Associate Director for Teaching and Learning will assume the following responsibilities:

- Lead and coordinate teaching and learning workshops and events in the Faculty Center, including the Annual Teaching Expo.
- Lead, plan and coordinate the Summer Teaching Institute.
- Assist the FC director in coordinating the annual NCHEA teaching workshop.
- Oversee Quality Online teaching project.
- Find and develop website materials related to teaching and learning and innovations.
- Collaborate and regularly meet with IDS and the library on development of workshops for faculty.
- Develop an understanding of high impact teaching practices and coordinate with other offices related to HIPs at CSUSM.
- Develop an understanding of the scholarship of teaching and learning and coordinate a series of workshops on related topics.
- Collaborate with the Faculty Center Director to develop programs related to teaching for the New Faculty Institute, lecturer orientations and Preparing Future Faculty workshops.
- Provide individual assistance to faculty related to the latest developments in pedagogy.
- Meet with the Faculty Center Director and Faculty Fellows on a monthly basis.
- Attend the Faculty Center Advisory Council (FCAC) monthly meetings.
- Prepare a yearly report of activities.
- Complete other tasks as assigned by the Faculty Center Director.

Eligibility: Any tenured faculty member is eligible to apply. Although not all required, strong applicants will have the following:

- Strong teaching skills and evidence of innovation in teaching,
- Familiarity with resources at CSU San Marcos,
- Interest in learning about new technologies,
- Interest in research and scholarly activity in the area of teaching and learning,
- Experience in the development of workshops,
- Strong interpersonal skills,
- Experience with online teaching,
- Interest in or experience with website development.
Time Commitment: The Associate Director should be prepared to serve in this position for two years (2015-2016 and 2016-2017) with the option of term renewal subject to a positive review by the Faculty Center Director. Workload is the equivalent of 9 hours per week in Fall and 18 hours per week in Spring (3-4 hours are expected at the Faculty Center).

Compensation: The Associate Director will receive 3 WTU in assigned time each Fall Semester and 6 WTU in assigned time each Spring Semester. In addition, a summer stipend will be provided for leading the Summer Teaching Institute.

To apply: In one to two pages (no more than 1000 words) please address your interest in the position and how your experience fits the eligibility criteria. Use the following link to submit your application online:


Please submit your application no later than Monday April 27, 2015.
Questions? Contact Sonia Perez at sperez@csusm.edu or Elisa Grant-Vallone (evallone@csusm.edu)