STE COORDINATOR OF TEACHER EDUCATION

DESCRIPTION:
The School of Teacher Education (STE) in the College of Education at Florida State University seeks to hire a Coordinator of Teacher Education. FSU is committed to designing teacher education programs that provide students with hands-on training in the community. This position is an integral part of designing, facilitating, and maintaining such a program through programmatic leadership and teaching.

RESPONSIBILITIES:
The Coordinator is an Instructional Specialist faculty member, in a promotional track with an opportunity for multi-year contracts. The responsibilities of this position include coordinating various teacher education programs in the STE and their accreditation processes. The Coordinator will also aid in recruiting teachers and administrators for clinical placements for teacher candidates in the programs. To ensure that the programs meet state and CAEP accreditation requirements and local needs, the Coordinator will:

• work with the chair to manage the daily operations of the programs
• oversee the preparation of reports to guide program improvement
• conduct outreach to public schools and school districts in order to foster relationships with surrounding communities
• coordinate professional development for adjuncts and TAs
• collaborate with teacher education faculty to support teacher candidates
• assist program leaders in preparing university and state reports
• and teach in the STE as needed

QUALIFICATIONS:
Minimum Qualifications:
• Masters Degree in teacher education, curriculum and instruction, educational administration (or similar fields)
• Knowledge of education reform and current issues related to public education and teacher preparation
• Three years of P-12 teaching experience

Desired Qualifications:
• Ph.D. or Ed.D. in a field related to teacher education
• Experience with student teaching and/or early field experiences
• Experience with teacher education accreditation process
• Excellent communication and writing skills
• Strong interpersonal and organizational skills
• Desire to help orient students towards teaching for social justice
• Experience working with local school district(s) and communities
• Strong management skills
• College teaching experience

HOW TO APPLY:
If qualified and interested in this position apply at Florida State University at jobs.fsu.edu. Applicants are required to complete the online application with all applicable information, including work history and education details. In addition to the online application, candidates should submit an application package that includes: Letter of application, curriculum vita, names of three references with contact information, and statement of teaching, research, and collaboration interests to our application coordinator: Amy McKnight, Administrative Specialist, School of Teacher Education, G112 Stone Building, 1114 W. Call Street, Florida State University, Tallahassee, FL 32306-4459. These materials may also be sent to amcknight@fsu.edu. Review of applications will begin November 13, 2015.

For more information about the College of Education visit www.education.fsu.edu