



Title: Teaching and Learning Center Director

RESPONSIBILITIES:

Provide interactive faculty development opportunities (in person and on-line), encouraging innovation and supporting faculty use of research-based pedagogical best practices that enhance the teaching and learning process. This individual will assist F/T and adjunct faculty in creating or adapting teaching strategies, materials and technologies to increase motivation, engagement and success. Additionally, the Director of the T/LC is responsible for tracking attendance, preparing contracts for faculty payment, and providing a report for participation to attendees and their supervisors.

MINIMUM QUALIFICATIONS:

- Master's degree
- 5-years successful teaching experience in higher education setting (Adjunct and/or F/T)
- Experience in faculty development, training
- Knowledge of:
 - o Diverse learning styles
 - o Best Practices in interactive motivational and engaging instructional methods
 - o Current instructional technologies, i.e. student response systems, Podcasting, e-learning tools, etc.
 - o Microsoft Office products

PREFERRED QUALIFICATIONS:

- Master's degree in Educational Technology, Education, Instructional Design or related area
- Experience working with a diverse culture in an urban setting
- Current CTE Credential
- Budget and grant-writing experience

SALARY: Salary placement will be determined by education and experience.

OPEN DATE: November 19, 2009

CLOSING DATE: December 4, 2009

APPLICATION PROCEDURES: Interested applicants must submit a complete application package which includes: (a) a cover letter; (b) a CCD application; (c) a current resume; (d) names, phone numbers, addresses, and email addresses of three professional references; (e) copies of transcripts, and (f) copies of appropriate credentials. Please fax to 303-352-3029 or send the application to:

Chair of T/LC Selection Committee
Community College of Denver
Human Resources Department
Campus Box 240 • P.O. Box 173363
Denver, CO 80217-3363

To obtain an application, go to the HR
website www.ccd.edu/hr

CCD is a Learning College where policies, programs and practices support learning as the major priority.

The Community College of Denver is an Equal Employment Opportunity Educational Employer. Background checks will be conducted on all finalists for employment consideration.

CCD recognizes that administration, faculty and staff reflect the diversity of its students and community and prohibits employment and student discrimination based on race, color, religion, sex, age, disability, national origin and sexual orientation.