



# WESTMONT

## Faculty Position Request Form

(Used for requesting a new faculty position or filling a vacant position)

Department: Education

Submitted by: Dr. Carolyn Mitten

Date: 8/19/2022

Nature of request:

This is a request for a new faculty position (addition) in the department.

This is a request to fill a vacancy.

Who is the faculty member leaving or retiring? Dr. Michelle Hughes

Rationale: On a separate page, please briefly describe the curricular need for this faculty position, including benefit to the department if the position is filled and the negative impact if it is not.

Additional documents needed:

(a) Please complete the table on the next page listing courses the person will teach and the enrollment in these courses for the past 3 years. Also, identify any new courses the department hopes to offer if this position is filled.

(b) Position job description

Please submit materials to the Provost's Office.

**Rationale.** The Education Department currently consists of 3 full-time, tenure-track faculty and 1 administrative assistant. Michelle Hughes has recently informed the Provost’s office of her intention to retire after this academic year. Michelle’s presence will be sorely missed, and the department now seeks to identify a talented teacher and scholar to fill her position. Westmont’s education department is well-known and respected for its presence in the community. Each faculty member is responsible for teaching a full course load, supervising student teachers, making preprofessional and student teaching placements in local schools, fostering adjunct relationships, producing scholarship, and serving on institutional committees and local education advisory boards. In addition to these responsibilities, Westmont Education faculty must also keep abreast of California Department of Education policies and legislation, Commission on Teacher Credentialing requirements and assessments, and state accreditation procedures. Since the pandemic, the needs have only increased in terms of ensuring Westmont students meet shifting statewide expectations—adding to the many responsibilities department faculty must share. If the position were not replaced, we would not be able to sustain our programming in the ways that have distinguished us in the community and attracted our outstanding credential students.

**Course load.**

<b>Dept/Cr Num.</b>	<b>Semester</b>	<b>22-23</b>	<b>21-22</b>	<b>20-21</b>	<b>19-20</b>
ED100/101 (4)	Fall	16	8	14	8
ED170 (4)	Fall	4	3	6	5
ED110/111 (4)	Fall	7	6	9	6
ED190/195 (4)	Spring		3	6	4
ED100/101 (4)	Spring		7	15	13
ENG106 (4)	Spring		7	10	14
ENG106 (4)	Mayterm			16	

## **Position Job Description.**

The Department of Education invites applications for a tenure-track position in elementary and/or secondary education, to begin August 2023.

The position requires a relevant doctorate and minimum of three years full-time K-12 teaching experience, including experience in public schools.

Area of specialization relatively open, but strengths in literacy, second-language acquisition, and/or special education are of particular interest. Expertise and/or experience with accreditation and state and national standards for the profession a plus.

Candidates must be willing to develop a range of classes in a small student-centered program, and have demonstrated ability to work collaboratively and intensively with a small team of departmental colleagues.

Normal teaching load includes three four-unit classes or equivalent student teaching supervision per semester.

Ability to contribute to the larger mission of a Christian liberal arts institution, to build relationships with local K-12 schools, and to pursue an independent scholarly agenda essential.

Applicants with the expertise and experience to participate actively in promoting an environment that celebrates cultural diversity are particularly encouraged to apply.

Please visit <https://www.westmont.edu/office-provost/open-positions> for application instructions and to submit relevant documents.

Questions may be addressed to Dr. Carolyn Mitten, Department of Education ([cmitten@westmont.edu](mailto:cmitten@westmont.edu)). Review of applications will begin October 15, 2022 and will continue until the position is filled.

## **Search Announcement Department of Education**

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