



## POSITION ANNOUNCEMENT

**OPEN: 9-20-11**

**Open until filled**

### **Director, Bachelor of Arts Degree Completion Program**

Antioch University Seattle (AUS) offers an outstanding opportunity for a Director of the Bachelor of Arts Degree Completion Program in Liberal Studies.

The Seattle campus is one of Antioch University’s five locations and is situated in Seattle’s Belltown neighborhood. Antioch University, founded in 1852, is known for innovations in education such as a commitment to progressive learning and applied knowledge, multiculturalism, and socially engaged citizenship.

### **Background**

Antioch University Seattle's B.A. Degree Completion Program in Liberal Studies is part of a nontraditional, liberal arts university. Our Liberal Studies program focuses on social justice, psychology, spirituality, leadership, global studies, and the arts. They are designed with the student needs in mind: relevant classes, a degree to be proud of and a real advantage when it comes to landing a good job. With small class sizes, college credit for life experience, individualized attention, evening and weekend classes and no standardized testing — students experience an inspirational learning environment, designed for working adults to reach their individual educational goals.

### **Purpose**

The Director of the B.A. Degree Completion Program (BAC) in Liberal Studies is the intellectual and administrative leader who advocates for the Liberal Studies as an interdisciplinary approach to teaching and learning that unites personal and social experiences, bridging the gap between the self and community. The BAC Director oversees a Liberal Studies curriculum whose primary purpose is to help students grasp the interconnectedness of academic disciplines, explore social, cultural, global and historic contexts, critically reflect on how knowledge is created, and integrate knowledge with lived experience. The BAC Director is responsible for an innovative curriculum that combines traditional general education and liberal arts experiences with professional study. The BAC Director will bring leadership regarding the role of experiential and social engagement in learning, cultural competence, self-inquiry, integrating theory and practice, organizing information into knowledge, and acting responsibly in the world. The BAC Director has administrative responsibility for all aspects of the program, including hiring and supervising faculty, leading faculty and student recruitment and retention efforts, and collaborating with faculty and the VPAA/Dean of Faculty in program development and assessment. The BAC Director also serves on the Academic Affairs Executive Committee, along with other academic unit heads. The BAC Director will have Liberal Arts administrative experience in student-centered and progressive education, working knowledge of diverse delivery models (such as hybrid approaches and off-site programs), and a pedagogical stance essential to epistemological pluralism and human wholeness in the context of community and culture.

### **Applicants must meet the following qualifications:**

<ul style="list-style-type: none"> <li>▪ Earned terminal degree from a regionally accredited college or university.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Five years of successful experience as a university level classroom instructor of Liberal Arts and Humanities.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Three years of experience in working cooperatively with other Program Directors, Deans and the Vice President for Academic Affairs and Dean of Faculty to foster faculty development and collegiality.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Three years of experience in higher education academic program administration in the Liberal Arts and Humanities, including hiring and supervisory responsibilities, managing budgets, and leading faculty and student recruitment/retention efforts.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Three years of experience in Liberal Arts and Humanities program development and assessment, progressive education, and on-line/distance education.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Two years of experience working with adult and non-traditional students.</li> </ul>

*Equivalent education/experience may substitute for minimum qualifications except when there are legal requirements, such as a license/certification/registration.* (See next page for application instructions and other important information.)

Antioch University is an Affirmative Action/Equal Opportunity Employer. It is the policy of the University not to discriminate against and to provide equal employment opportunity to all qualified persons without regard to race, color, national origin, religion, sex, sexual orientation, gender identity, age, disability, and veteran status.

If accommodations are required either to complete the application process, and/or if selected for an interview, please contact the Human Resources Department at 206-268-4022. TTY: 206-728-5745.

### **APPLICATION PROCESS**

#### **Complete and submit the following documents:**

- Cover Letter
- CV/Resume
- Application for Employment
- Names, addresses (including e-mail addresses), and telephone numbers of four references. References will not be contacted without prior approval of the candidate.
- Applicant Data Form (optional)

The application and applicant data forms are located on our website at [www.antiochseattle.edu](http://www.antiochseattle.edu) under the “employment” tab. The final hiring process involves employment reference checks and a background check.

#### **Choose one option for submitting your documents:**

E-mail: [AUSHR@antiochseattle.edu](mailto:AUSHR@antiochseattle.edu), Fax: 206-441-3307, OR Mail: Human Resources, 2326 6<sup>th</sup> Avenue, Seattle, WA 98121