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Educational Development Manager

[Colorado State University](#) in Colorado

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Deadline March 20, 2015

Date Posted February 21, 2015

Type Non tenure track

Salary 80,000.00-100,000.00

Employment Type Full-time

College of Veterinary Medicine and Biomedical Sciences

Colorado State University

Educational Development Manager

The Colorado State University College of Veterinary Medicine and Biomedical Sciences is seeking an Educational Development Manager to join the Doctor of Veterinary Medicine (DVM) Student Services Team; this will be an administrative professional position. This is an outstanding opportunity to lead efforts in instructional support of faculty, educational curriculum development, learner assessment and educational scholarship.

Key responsibilities include the following:

Service and Teaching

- Work with individual faculty to develop innovative approaches to sustain and promote excellence in educational programs and to make improvements in areas identified by students, faculty, alumni, employers and the veterinary profession (industry, organizations and other veterinary colleges)
 - Assist faculty in developing specific, observable and measurable learning outcomes for all courses and clinical rotations
 - Develop a Teaching Academy, as the organization for faculty development programs, including curriculum development, instructional design, assessment, program evaluation, educational leadership or scholarship, and new teaching methods and tools.
 - Provide workshops, small group sessions, resources, and individual consultation to faculty focusing on incorporating high impact educational practices into their teaching activities educational theory, instructional technology and web-based materials.
 - Coordinate, develop and implement programs to improve faculty teaching and educational leadership skills including topics such as: flipped classroom, teaching using educational technologies, course design and supporting other modes of active, student-centered and self-directed learning.
 - Assist faculty in developing individualized teaching portfolios.
 - Conduct faculty teaching evaluations review short and long-term teaching goals and course/session objectives, observe teaching in the moment, provide formal descriptive feedback and determine next steps in professional and course development; to occur as requested and/or indicated, including as a contribution to annual evaluations.
 - Help develop, refine and implement improved measures of teaching effectiveness, including student evaluation of teaching and peer review/observation.
 - Create, develop and maintain resources to support teaching and faculty development

- Develop a teaching website as a portal for teaching resources.
- Identify teaching and learning resources provided by Institute for Teaching and Learning and Organization for Training and Development and disseminate opportunities to faculty.
- Maintain a database of conferences and coursework for faculty development in veterinary/medical education and disseminate to faculty.

Scholarly Activity

- Collaborate on the design, implementation and evaluation of educational interventions
- Contribute to peer-reviewed literature on veterinary/medical education
- Participate in national meetings such as the AAVMC annual meeting, Veterinary Educator Collaborative and medical education conferences (Ottawa, AMEE)
- Develop a database reflecting grant and fellowship opportunities for veterinary/medical education
- Collaborate with faculty, development and administration in securing private, grant and industry funding to support veterinary education research

Outreach, Collaboration and Committees

- Assist the Associate Dean of Veterinary Academic and Student Affairs with curriculum development, program evaluation, course delivery and student issues in teaching and learning
- Work with the DVM Program Effectiveness Coordinator (outcomes assessment) to evaluate and analyze results of student, alumni and employer surveys and other measures of student learning and performance
- Supervise Instructional Technologists that provide assistance in instructional design, custom illustration and images and state-of-the-art software

- Serve as an advisory (ex officio) member on college committees, including DVM Curriculum Committee, DVM Steering Committee and Capstone Committee
- Actively participate in teaching networks such as the Western Consortium Teaching Academy
- Connect with educational development/program evaluation colleagues at the other veterinary colleges to share resources and establish best practices.
- Identify experts and recruit speakers to offer faculty development workshops

The proposed starting date is August 1, 2015.

Minimum Qualifications

- PhD, EdD, MS or similar degree/certification in education or a related field
- Expertise in the principles of learning and instructional design, adult learner theory, educational research, and development and assessment of student learning objectives
- Experience with technology-based instruction and evaluation
- Publications relevant to education
- Excellent interpersonal communication skills, effective critical thinking, sound judgment, receptivity and service orientation
- Evidence of ability to build partnerships with those in other professional programs; to collaborate effectively with faculty, staff and students; to effectively plan, manage, and execute sound project plans; to demonstrate strong initiative; to lead others through change
- Ability to advance the departments commitment to diversity and inclusion through research, teaching and outreach with relevant programs, goals and activities.

Preferred Qualifications

- Training/expertise in veterinary, medical or health care fields
- Demonstrated ability to assess teaching efficacy and provide constructive feedback for improvement
- Experience with grant writing
- Participation in programs teaching professional skills and communication
- Experience in designing strategies for measurement of programmatic outcomes

To Apply

Please submit application electronically to <http://jobs.colostate.edu/postings/8074>. Please include a cover letter outlining how experience aligns with position qualifications, a statement of teaching philosophy that includes current and future teaching goals, a comprehensive curriculum vitae, and the names and contact information of three references (references will not be contacted without prior notification of candidates). For full consideration, application materials must be received by March 13, 2015. The position will remain open until filled.

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productive learning and living community. To achieve that goal, we conduct background investigations for all final candidates being considered for employment. Background checks may include, but are not limited to, criminal history, national sex offender search and motor vehicle history.



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