

Position Announcement

Director of Institutional Effectiveness

East Carolina University seeks to fill the newly created position of Director of Institutional Effectiveness. This position will have responsibility for coordinating the university's institutional effectiveness efforts. These responsibilities include:

- supporting faculty in the development and implementation of unit-based academic assessment protocols,
- assisting administrators and staff members in educational and administrative support units in the development of appropriate assessment protocols,
- providing staff support to the University Institutional Effectiveness Committee,
- supervising staff and graduate assistants,
- creating an assessment library and resource center,
- supporting unit-based accreditation efforts, and
- overseeing the university's continuing compliance with SACS accreditation criteria.

It is expected that the individual selected will be able to work well and positively with faculty, staff and administrators; is committed to the enhancement of the student experience; possess excellent written and oral communication skills, have good analytical skills; and must be willing to work within an evolving administrative structure and participate in its development.

The qualifications for this position are either faculty rank or experience within an academic setting sufficient to give the individual a good understanding of the workings of a university, a working familiarity with the goals and practices of assessment, and a willingness to learn. This is a twelve-month appointment that will be effective May 15, 2002. Salary and benefits are commensurate with experience and level of responsibilities.

Screening: Screening will begin on April 1, 2002 and will continue until the position is filled.

Applications: Individuals interested in applying for this position should submit letters of interest, a vita or resume, and the names of three references to Dr. Rita Reaves, Associate Vice Chancellor for Academic Affairs, 215 Spilman Building. Letters of nomination may also be sent to Dr. Reaves.

East Carolina University is an Equal Opportunity/Affirmative Action University and accommodates individuals with disabilities. Applicants must comply with provisions of the Immigration Reform and Control Act. Official transcripts required upon employment.