



UNIVERSITY
OF WYOMING

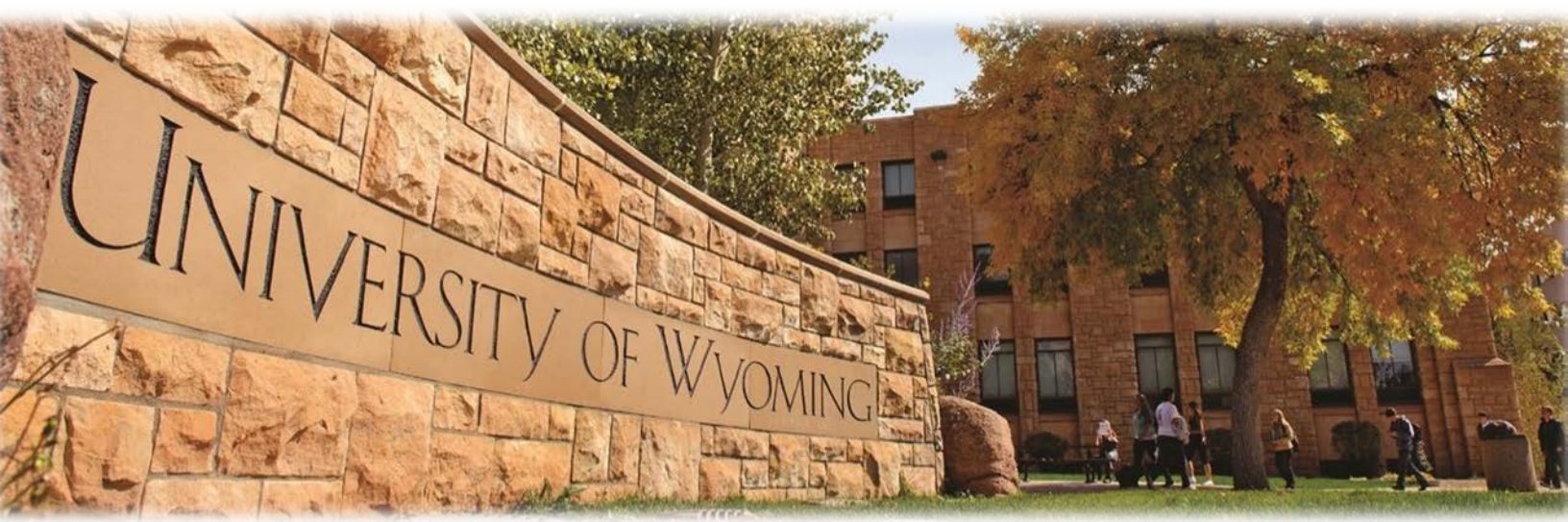


POSITION PROFILE

Managing Director

Trustees Education Initiative (TEI)

December 2018



THE INSTITUTION

Nestled amid the beauty of two mountain ranges in southeastern Wyoming, you will find the nationally recognized major teaching and research institution, **University of Wyoming (UW)**. Established as a land-grant institution in 1886 when Wyoming was still a territory, UW has since grown to offer more than 200 areas of study, drawing 12,500+ students from all 50 states and 90 countries. UW is known for its accomplished faculty and world-class facilities, its small student/faculty ratio and quality undergraduate and graduate programs within its colleges of Arts & Sciences, Agriculture & Natural Resources, Business, Education, Engineering & Applied Science, Health Sciences, Law, School of Energy Resources, and Haub School of Environment and Natural Resources. To learn more: <http://www.uwyo.edu>

Throughout its existence, UW has been the only four-year university in the state of Wyoming, though it maintains close relationships with the state's seven community colleges. UW's global impact begins with innovative undergraduate and graduate research opportunities and extends through state and federal partnerships and recent initiatives such as the School of Energy Resources and the NCAR-Wyoming Supercomputing Center. UW has played important roles in the lives of students, Wyoming residents, and communities for 131 years.

- Recognized by *Forbes Magazine 2018* as being one of the nation's best college values.
- Rated as a "Top 15 Outdoor Adventure College" by *Outside Magazine*.
- Wyoming is ranked #21 in *US News and World Report 2018 "Best States Rankings."*

In May 2016, Dr. Laurie Nichols assumed the role as the University's 26th president. Dr. Nichols is working collaboratively to help the University reinforce and strengthen its reputation as it adapts to changing economic factors in the state and beyond. The University community recently published its new strategic roadmap, "[Breaking Through 2017-2022: A Strategic Plan for the University of Wyoming.](#)" It's an exciting time to be a part of UW as it embarks on new and exciting opportunities.

Location: Located in Laramie, Wyoming, a town of more than 31,800 and a unique blend of sophistication and western hospitality, UW not only provides an environment for success but also offers varied academic and lifestyle opportunities. Laramie is a great place to live and work as it boasts a low cost of living, low property taxes, and no personal state income tax as well as incredible outdoor recreational opportunities, an eclectic downtown area, and a great public school system.



THE COLLEGE OF EDUCATION

The UW College of Education offers nationally accredited (NCATE) programs with experienced and innovative faculty. Undergraduate programs include Elementary, Early Childhood and Secondary Education, and graduate degree programs in Counseling, Special Education, Curriculum and Instruction, Instructional Technology, Educational Leadership, Literacy Education, Mathematics Education, and Science Education. Students benefit from a low student-faculty ratio, strong partnerships with Wyoming school districts, a rigorous educator preparation program with extensive faculty-supervised field experiences, and a culture focused on developing competent and caring professionals. The College prepares graduates for the academic, pedagogical and social challenges inherent in education careers. Through its education programs, students develop the skills, knowledge, and dispositions necessary to enter exciting careers in elementary and early childhood education, secondary education, special education, educational leadership, and higher education. Undergraduate students complete extensive pedagogy preparation and a semester of full-time student teaching under the supervision of an experienced faculty member.

With high employment placement statistics and a high demand for the quality of its graduates, the College is a leader among education programs, ranked 126th among all graduate schools and colleges of education by *U.S. News and World Report*. The addition of the Sullivan Family Student Center, a newly renovated Counselor Education Training Clinic, and four Wyoming Excellence Endowed Chairs are examples of the College's recent facility and faculty enhancements. The College provides an environment for success and collaborations with other UW colleges are consistent and focused on supporting students' growth and opportunities. The UW College of Education is the only Professional Educator Preparation Unit within Wyoming and supplies the state with a large percentage of its professionally-prepared school leaders, counselors, instructional designers, and classroom teachers. The College enrolls approximately 1,200 students in Professional Educator Preparation programs at the undergraduate and graduate levels. The College currently has 889 undergraduate students enrolled in initial teacher licensure programs on campuses in Laramie and Casper, as well as 320 graduate students pursuing both masters and doctoral degrees. In spring 2015, 257 students graduated with bachelor's degrees and 122 students graduated with graduate degrees.

For more information about the College of Education, please visit: <http://www.uwyo.edu/education/index.html>

To review the College of Education strategic plan, please visit: <http://www.uwyo.edu/education/files/documents/coed-strategicplan.pdf>



THE TRUSTEES EDUCATION INITIATIVE

On November 13, 2014, the Trustees Education Initiative (TEI) was created by a unanimous Resolution of the UW Board of Trustees, which provides that, as a land-grant institution, the College of Education is charged with preparing students to become preeminent professional educators. The Initiative is critically important to Wyoming children who will be the direct beneficiaries of highly-trained and skilled P-12 teachers, counselors, and administrators graduating from the College. Taught by these preeminently trained educators, these Wyoming children will thrive in their P-12 schooling, careers, at Wyoming community colleges, and at the University. Across the state of Wyoming, these high school graduates—having been taught by the preeminent graduates of the College—will be the productive citizens for Wyoming's future.

Through extensive evaluation and adaptation of national best practices, the TEI has recommended UW-E4 and five other major innovations to the College of Education for design, integration, and implementation to prepare and graduate, preeminent P-12 professional educators. These highly-skilled P-12 teachers, counselors, and administrators will be employed throughout Wyoming's P-12 system, ultimately resulting in high school graduates who are among the most skilled and best educated in the nation. These highly-skilled professional educators will enrich the education of each and every individual P-12 Wyoming child. Across the state of Wyoming, these high school graduates will drive Wyoming's cultural and economic engine well into the future.

There are several factors unique to Wyoming that offer a rare opportunity for the success of the TEI's ambitious statewide goals: the state has a small population and proportionally small P-12 enrollment; there is only one four-year university in Wyoming; the state has excellent P-12 capital facilities throughout Wyoming; and Wyoming consistently ranks at the top of the nation for per-student education spending. The state currently devotes extensive resources to P-12 education which serve as a powerful platform upon which the Initiative will build as it prepares and graduates preeminent teachers, counselors, and administrators. In addition, in 2015-16 the average annual wage for teachers in Wyoming was higher than in all surrounding states and higher than the national average. The size of the state also lends itself to scaling up models for statewide implementation, with a total of 353 schools and 93,303 students.

The policies, practices, and programs of the TEI over the next five years will impact and be affected by P-12 education in Wyoming. The TEI will collaborate with the State Superintendent and the Wyoming Department of Education in development of the Initiative's policies, practices, and programs for professional educator preparation by the College of Education. In recognition of the respective roles and responsibilities of the Initiative and the State Superintendent, the Superintendent will be an ex-officio member of the TEI Board.

The TEI will be directed and controlled by the Trustees Education Initiative Board appointed by the President of the Trustees and approved by the full Board of Trustees. The Board of Trustees will retain full and complete authority over the Initiative and all public or private funds received.



THE OPPORTUNITY

The Managing Director will be the equivalent of the Chief Operating Officer (COO) of the Initiative and will report directly to the Executive Director, who is the Chief Executive Officer (CEO) of the Initiative; the Executive Director reports directly to TEI Board. The Managing Director will be responsible for the successful implementation and management of the TEI implementation plan, project budgeting, internal operations and relations, integrating five innovations into the UW-E4 model (working in tandem with the UW-E4 Director and the Executive Director). The successful candidate must have knowledge of—and significant experience with—leadership and management principles as they relate to working effectively with P-12 education, the University, the community college system, non-profit organizations, and policymakers. The Managing Director must also have knowledge of financial and project management. Moreover, it is critically important that the Managing Director have a demonstrated ability to implement all aspects of the Initiative to make measurable progress on the entire range of tasks and issues to be undertaken by the Initiative.

The Managing Director will perform all of the following under the supervision and approval of the TEI Executive Director and the TEI Board:

- Act as a professional advisor on all aspects of the TEI, but especially five innovations – WYCOLA, WYECON, Mursion®, Ethical Educator, and the Common Indicator System®.
- Foster effective teamwork between and among the various groups including but not limited to: UW Board of Trustees, UW administration and staff, all university and college internal stakeholders (especially faculty).
- Carry out assigned functions of the TEI as described in the approved UW-E4 Implementation Framework/Playbook.
- Facilitate faculty and P-12 partner group work to achieve all goals of the TEI.
- Develop, implement and manage the innovative and evolving planning and evaluation activities of the UW-E4 Implementation Framework/Playbook.
- Oversee the efficient and effective day-to-day operation of the TEI working closely with the UW-E4 Director and the Executive Director.
- Supervise the collection of assessment data working with the College of Education's Data Officer to prepare interim TEI reports to the TEI Board and funders to assess progress and improve quality.
- Provide input on and manage the TEI budget.
- Promote the activities of the TEI to internal stakeholders.
- Commitment to working with diverse groups of students and other educational personnel.

The Dean of the College of Education/TEI Executive Director will serve as a key member of the Governing Board of the Initiative and will work closely and collaboratively with the Managing Director, UW-E4 Director, consultants, and experts in implementing the UW-E4 Implementation Framework/Playbook to achieve preeminent best practices and professional educator preparation programs in the College. A preeminent College of Education at the University is one that is:

- Extremely effective in preparing highly skilled and knowledgeable professional educators to enter Wyoming's P-12 system to produce outstanding, measurable student learning;
- Widely recognized for excellence in professional educator preparation;
- Connected to the P-12 educational communities statewide to meet the professional development needs of professional educators, to research and provide answers to educational problems of practice, and to inform educational policy decisions in Wyoming;
- One that uses identified metrics to impact outcomes for professional educators and P-12 students; and
- Designs distinctive or innovative programs answering problems of educational practice in Wyoming and the nation, e.g., student teaching mentoring, instructional facilitation, or instructional coaching.

Qualifications:

- A graduate degree from an accredited institution; an earned doctorate is preferred.
- Strong oral and written communication skills.
- Demonstrated leadership and managerial experience that includes working knowledge of higher education and P-12 educational environments.
- Experience working with a broad range of educational professionals, experts, and consultants.
- Financial administration and budgeting experience.
- Project management experience and expertise.
- Experience in preparing internal and external reports for various stakeholders.
- Experience working with diverse groups of students and personnel in educational settings.

PROCEDURE FOR CANDIDACY

The University of Wyoming, in consultation with Summit Search Solutions, Inc., will begin a confidential review of application materials immediately and continue until the position is filled; parties who apply by **February 3, 2019** will be given first consideration. Please submit curriculum vitae and letter of interest upon application. All applications and nominations will be held in confidence. To apply online, go to <https://theapplicantmanager.com/jobs?pos=su122>

For nominations or further information:

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Summit Search Solutions, Inc. is a boutique executive search firm with a team of experienced recruiting consultants in strategic locations across the country including Arizona, California, New York, North Carolina, and Oregon. Summit brings precision, process, and passion to its work.

The University of Wyoming is an Equal Employment Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability or protected veteran status or any other characteristic protected by law and University policy. To review the [EEO is the Law Poster](#) and its [Supplement](#), please see [The Diversity & Fairness page](#).

*Pursuant to Wyoming State law, W.S. 19-14-102, as amended, an honorably discharged veteran who has been a resident of the state of Wyoming for one (1) year or more at any time prior to the date when the veteran applies for employment, or any surviving spouse who was married to such veteran at the time of the veteran's death, who is receiving federal survivor benefits based on the veteran's military service and is applying for employment, shall receive an interview preference during the applicant screening process with the University of Wyoming. At the time of application, the applicant must possess the business capacity, competency, education or other qualifications required for the position. If disabilities do not materially interfere with performance of job duties, disabled veterans will be given preference over able-bodied veterans. **Appropriate documentation of veteran status must be provided at the time of application as outlined in the application process.** No preference will be given to a veteran currently employed by a public department.*

The University of Wyoming conducts background investigations for all final candidates being considered for employment. Offers of employment are contingent upon the completion of the background check.

Applicants with disabilities may request accommodation to complete the application and selection process. Please notify Human Resources at least three (3) working days prior to the date of need.



LARAMIE, WYOMING

Living in Laramie, WY is like being on a year-round vacation—whether you’re looking for great food, entertainment or outdoor adventure. The name "Laramie, Wyoming" conjures up visions of the Old West like few others can, with a historic downtown, prairie and mountain vistas, rodeos, guest ranches and more. Laramie is filled with hospitality, entertainment, and excitement while providing a neighborly atmosphere and warm small town feel with a multitude of amenities and entertainment. Surrounded by the great outdoors, Laramie is also south-eastern Wyoming’s center for arts events, with a lively music and theater scene, art exhibitions, festivals, and a variety of other entertainment. And don’t forget all the sports activities at the university and K-12 levels. Go Cowboys!

Interesting Facts:

- Also known as the “Gem City of the Plains”, Laramie is located in the southeastern part of Wyoming approximately 45 miles from the state capital, Cheyenne, and 130 miles from Denver, Colorado.
- Laramie sits at 7,200 feet above sea level in the Laramie River Valley surrounded by the Medicine Bow National Forest, the Laramie Mountains, and the Snowy Range.
- Laramie has a 6% sales tax but does not have a state income tax or state inheritance tax.
- The unemployment rate in Laramie is 3.20 % (U.S. avg. is 6.30%).
- Laramie offers a variety of outdoor adventures with more than 250 days of sunshine.
- The quality of life and amenities Laramie has to offer brings several types of industries to the area including technology companies and academia.



About 20 minutes east of Laramie, the Vedauwoo Recreation Area boasts some of the best rock-climbing in the country. You can photograph abundant wild-life, dramatic alpine scenes, and jumbled rock formations. And with more than a hundred mountain biking trails, the Laramie area provides a paradise for exploration on two wheels. If you prefer walking or hiking, camping or day-trips, fishing or hunting, the mountains, lakes, rivers, and trails around Laramie offer something for everyone. Families will find fun and exploration close to town, while backpackers and sportsmen can spend a week in the high country of the Medicine Bow Mountains. And as a winter snow enthusiast, you can escape the crowds by exploring the hills, forested glens and rolling meadows of the Snowy Range from the back of a snowmobile or on downhill or cross-country skis. Laramie is Wyoming’s favorite playground!

For more information on Laramie, WY please visit:

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- Visit Laramie, <http://visitolaramie.org/>
 - Laramie Chamber Business Alliance, <http://laramie.org/>
 - Laramie Main Street <https://laramiemainstreet.org/>
 - Live the West in Laramie, WY, <https://youtu.be/g48PeRSjBuY>