



UNIVERSITY *of*
DENVER

POSITION PROFILE

DIRECTOR OF THE OFFICE OF
TEACHING AND LEARNING

JUNE 2019

In partnership with Summit Search Solutions, Inc.



ABOUT UNIVERSITY OF DENVER

The **University of Denver (DU)** is located where the Great Plains meet the Rocky Mountains. Founded in 1864, it is the oldest independent private university in the region. The University of Denver is built on exploration through research and collaboration among educators, students, and local and global communities. This spirit of exploration and discovery defines the region.

DU enrolls approximately 12,000 graduates and undergraduates with average class sizes under 21 students and an 11:1 student-to-faculty ratio. Individual attention combined with urban connections has historically provided a wealth of professional opportunities for students, many of whom choose to stay in Denver after graduation. By facilitating research, community involvement, and global exploration, students are building a foundation for lifelong achievement. To learn more, go to: <https://www.du.edu/about/overview>

THE STRATEGIC PLAN

Today the University has embarked upon an ambitious strategic plan titled *DU Impact 2025* under the leadership of Chancellor Emeritus Rebecca Chopp. This plan outlines four transformative directions including:

- Students Leading and Learning in a Diverse and Global 21st Century;
- Discovery and Design in the Age of Collaboration;
- Engagement and Empowerment in Denver and the Rocky Mountain West;
- One DU (creating one community committed to values shared across the institution)

For more information about the strategic plan please use this link: <https://magazine.du.edu/summer-2016/du-introduces-impact-2025-new-strategic-plan/>

INCLUSIVE EXCELLENCE

Inclusive Excellence (IE) is a hallmark of the University and was introduced in 2006 and moved DU away from a simplistic definition of diversity to a more inclusive, comprehensive, and omnipresent notion of inclusiveness. IE is the recognition that a community or institution's success is dependent on how well it values, engages and includes the rich diversity of students, staff, faculty, administrators, and alumni constituents. More than a short-term project or single office initiative, this comprehensive approach requires a fundamental transformation of the institution by embedding and practicing IE in every effort, aspect, and level of a college or university. The goal is to make IE a habit that is implemented and practiced consistently throughout an institution.

Click here to read the Chancellor's statement: <https://www.du.edu/about/leadership/chancellor/vision/diversity>

Inclusive Excellence has the following features:

- ***Inclusiveness and Excellence are interdependent***, as opposed to the traditional perspective that separates the two concepts. To practice inclusiveness is excellence. Both are **core values of the University**.
- Shifts the ***responsibility for diversity and inclusiveness to everyone*** (administrators, faculty, staff, students, and alumni) on campus as opposed to one unit or department shouldering the responsibility for diversity. A unit or person can drive the process, but every individual at DU from the Chancellor to students assumes responsibility for change.

- Shifts the university away from conceptualizing diversity as a numerical goal (numbers only) of diverse students, staff, faculty, administrators, and alumni to **transforming the institution into a vibrant community that embeds diversity throughout the institution in multiple areas** including (but not limited to): demographics (numbers), curriculum, policies, pedagogy, financial resources, leadership, hiring, student learning, marketing, technology, teaching, student advising, communications, administration, recruitment and promotion, assessment, institutional advancement, tenure and promotion, and evaluation.
- **Employs a broad and inclusive definition of diversity** that includes disability, gender identity and expression, sexual orientation, age, religion, disability, race/ ethnicity, nationality, and other important social dimensions that are part of the campus community.

OFFICE OF TEACHING AND LEARNING

Located in the faculty affairs unit of the Office of the Provost, the current mission of the Office of Teaching and Learning (OTL) is to improve student learning across the University by fostering innovation and strengthening practices in teaching, course design, curriculum development, and assessment. The OTL staff supports faculty by advancing skills in course design, pedagogy, and academic assessment.

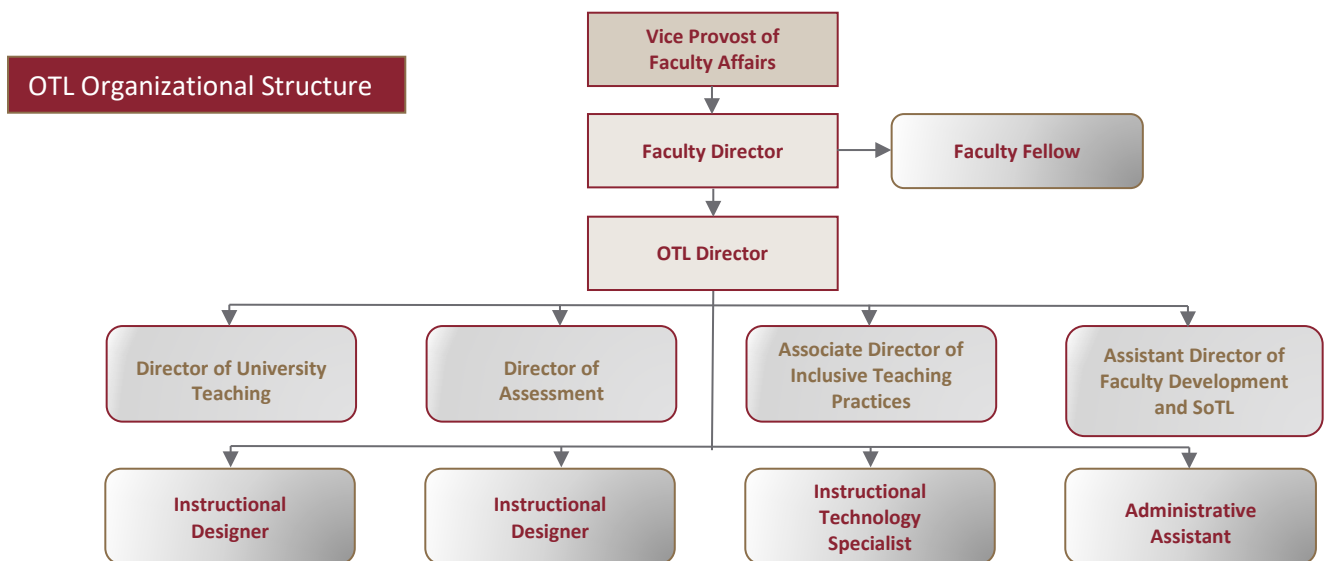
The range of OTL’s effort is from direct assistance to individual faculty to providing leadership for teaching excellence, innovation, and inquiry efforts on campus. The creation and implementation of new programs and services to promote and support deep and active learning within and across disciplines through evidence-based practices, educational technologies, and research on teaching and learning is a characteristic of the Office, whether within the OTL or as part of larger campus initiatives.

The OTL participates in the development and implementation of institution-wide teaching and learning initiatives related to the university strategic plan, which currently include experiential learning, whole student development, and inclusive teaching practices. See <http://impact.du.edu>. DU seeks a highly organized, creative, and collaborative individual with experience in higher education to help lead a team which engages these issues.



Professor Kate Willink will be appointed as Vice Provost of Faculty Affairs on July 1, 2019. She will also continue to serve as Faculty Director during the upcoming academic year. Dr. Willink’s work centers on critical intercultural communication with a focus on cultural memory. She holds the rank of associate professor in the communications department at the University of Denver.

She received her BA from Cornell University; her MA from the University of New Mexico; and her Ph.D. from the University of North Carolina at Chapel Hill.





THE OPPORTUNITY

DIRECTOR OF THE OFFICE OF TEACHING AND LEARNING

Under the supervision of the Vice Provost of Faculty Affairs/Faculty Director, the Director of OTL oversees teaching-related initiatives and promotes a culture that practices, values, and rewards excellence in teaching, learning, and assessment at the university. The Director works in collaboration with the OTL staff and DU faculty, collaborates with individuals, academic departments, and academic support units to foster capacity and community around teaching and learning and to promote an institutional culture that values high-impact teaching and significant learning. The OTL director, together with the faculty director, provides leadership and vision for the continuous improvement of teaching, learning, and assessment at the University of Denver.

ESSENTIAL DUTIES:

The OTL Director, a full-time staff member, will be expected to collaborate with OTL staff to:

- Work and collaborate with a diverse range of faculty and other DU community members to build capacity and community around teaching and promote an institutional culture that values effective teaching and meaningful learning.
- Build and sustain initiatives that promote excellence in teaching, learning, and assessment across DU and that are grounded in current research and evidence-based practices.
- Collaborate and lead in a manner that builds and supports diversity and inclusion in the OTL and campus-wide.
- Represent the OTL, and act as a thought leader, at all levels of the university.
- Provide direct support to faculty to enhance understanding and practice of a variety of pedagogical approaches aimed at enhancing teaching effectiveness, curriculum changes, course design, learning technology, learning environments, and assessment strategies.
- Steward change management processes and build organizational resilience.
- Mentor, motivate and support the career development of OTL staff and team.
- Manage OTL office functions, including staff meetings, budget/fiscal planning, people management, program planning and assessment, and alignment of staff with OTL and institutional goals and priorities.
- Collect, analyze, and use data effectively to inform OTL work; provide an annual report and assessment of the programs and activities of the OTL.
- Facilitate processes focusing on continuous improvement and benchmarking that culminate in an external review of the OTL in two years.
- Enhance the internal and external communication of the profile and scope of OTL's supports and services.

REQUIRED QUALIFICATIONS:

- A Ph.D., Ed.D. or other terminal degree from an accredited institution.
- A minimum of three to five years of experience in higher education.
- An understanding of research-based best practices in teaching and learning.
- Successful administrative and professional development experience with faculty, preferably in a teaching/learning center.
- Experience in innovating new projects, proposals, and initiatives, to successful adoption and sustainability.
- Experience with direct responsibility for managing personnel and budget.

PREFERRED QUALIFICATIONS:

- A terminal degree in education would distinguish the candidate.
- Evidence of professional development with a focus on teaching and learning (publications, presentations, certifications, etc.).
- A record of excellent teaching experience at the college or university level.
- A background indicating a commitment to diversity and inclusion broadly defined.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of student-centered learning and learning theories, outcomes-based curricular design, program development, assessment of learning outcomes, and technology-enhanced teaching and learning grounded in educational research.
- Demonstrated ability to provide collaborative leadership and management skills, and to work collaboratively with other administrative academic units.
- Demonstrated understanding of principles and practices of learning-centered and inclusive approaches to teaching across disciplines.
- Demonstrated ability to communicate effectively and diplomatically with a diverse group of students, faculty, administrators, and staff both individually and in group settings, including writing, presenting, and one-to-one interactions.
- Excellent interpersonal, organizational, and program development skills.
- Recognize and advance the role of online pedagogy as it facilitates the evolving role of online learning in higher education.





PROCEDURE FOR CANDIDACY

Confidential review of applications will begin immediately and continue until the position is filled; parties who apply by **July 21, 2019**, will be given first consideration. Please submit your CV and cover letter outlining your interest in and suitability for this position. To apply online, go to: <https://theapplicantmanager.com/jobs?pos=su164>

FOR NOMINATIONS OR FURTHER INFORMATION:

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The University of Denver is committed to enhancing the diversity of its faculty and staff and is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment regardless of age, race, color, national origin, religion, sex, sexual orientation, gender identity, disability, military/ veteran status or any other status protected by law.



Summit Search Solutions, Inc. is a boutique executive search firm dedicated to serving education and nonprofit communities nationwide. Based in Asheville, NC, Summit has a team of experienced recruiting consultants in strategic locations across the country including California, Kansas, New York, North Carolina, and Oregon.



ABOUT DENVER, COLORADO

Blue skies, gorgeous panoramic views of the mountains, and an exploding job market are just some of the reasons why living in the Mile High City capital of Denver is an easy choice. [U.S. News Best Places ranks Denver as #2 in "Best Places to Live in the USA"](#) and [Business Insider ranked Denver as a top three spot in their "50 Best Places to Live in America for 2018."](#)

Denver has a strong job market and low unemployment rate (2.4%) thanks to its strong aerospace, defense, biotech, healthcare, finance, academia, and hospitality sectors. The University of Denver offers higher education and research opportunities. The city is also a hotspot for millennials, and the metro area's job prospects and growth are a big draw for those on the cutting edge of technology in R&D.

Denver's restaurant scene is on point with every type of food you could possibly crave along with music festivals which draw big headliners, and cultural events including ballet, opera, and Broadway shows. Sunny days in Denver are great for nature lovers and outdoorsy types as you can hit the slopes at nearby resorts in the winter and hike in the summer along with white water rafting, kayaking, and biking. The Cherry Creek Bike Path boasts 40 paved miles of scenery, starting in Downtown Denver and continuing into the suburbs. And if it is sports you are into, all bases are covered as the Broncos rein as one of the best NFL teams in the country, and the Colorado Avalanche (NHL), Denver Nuggets (NBA), and Colorado Rockies (MLB) are also contenders in their own right. With all that Denver has to offer, you can see why so many people make it their home.

Museums/Sports/Music and more...

[Glenwood Caverns Adventure Park](#)

[Downtown Aquarium](#)

[The Wild Animal Sanctuary](#)

[Summit Music Hall](#)

[Fillmore Auditorium](#)

[Red Rocks Amphitheatre](#)

[Denver Art Museum](#)

[Denver Museum of Nature and Science](#)

[Children's Museum of Denver](#)

[Pepsi Center](#)

[Sports Authority Field at Mile High](#)

[Coors Field](#)

Outdoor Parks and Ski Resorts

[Garden of the Gods](#)

[Rocky Mountain National Park](#)

[Mesa Verde National Park](#)

[Pikes Peak](#)

[Great Sand Dunes National Park](#)

[Vail Ski Resort](#)

[Beaver Creek Resort](#)

[Breckenridge Ski Resort](#)

[Winter Park Resort](#)

[Keystone Resort](#)



[To learn more about Denver, Colorado:](#)

Denver Metro Chamber of Commerce

<https://denverchamber.org/>

Denver the Mile High City

<https://www.denver.org/>