

Fielding Graduate University

Santa Barbara, CA

Virtual Position



Position Profile

Program Director,  
Media Psychology Programs

January 2021

*This search is managed in partnership with Summit Search Solutions, Inc.*

# THE INSTITUTION

**Fielding Graduate University** is an accredited nonprofit leader in distributed graduate education, combining face-to-face and online learning. Its global, distributed community of professionals is dedicated to lifelong learning, social justice and innovation, and advancement for individuals, organizations, communities, and society. Fielding offers quality programs and courses for professionals living and working anywhere in the world. Fielding faculty members represent a breadth of scholarship and practice within the fields of psychology, infant and early childhood development, human and organizational development, education and leadership.

- 46-year-old institution with approximately 1,000 students, 190 faculty, and 80 staff.
- Regionally accredited by the WASC Senior College and University Commission (WSCUC).
- Student to faculty ratio 5:1.
- Ranked a Best Value School by *University Research & Review* for four years (2014 – 2017).
- Carnegie Foundation designee for community engagement.

Fielding's founders envisioned a nationally recognized graduate school based on two notions:

- 1) Changing demographics were altering the world of higher education. The founders speculated that students seeking advanced degrees would be mid-career adults who wanted to enhance already well-established academic and professional skills; who would be committed to affecting a mid-life career change; and who would be interested in being part of a lifelong-learning community.
- 2) Adults learn differently than adolescents and young adults. The traditional pedagogical method of education—active teacher, passive learner—would not be appropriate for this new experiment. To accommodate and capitalize on the learning styles of its students, Fielding developed a rigorous, supportive learning model that today remains flexible, adult-centered, self-directed, practice-oriented, global, and competence-based.

For more than 40 years, Fielding has applied these ideas to educating passionate, motivated students and transforming them into gratified, successful graduates who go on to make positive changes in their organizations and communities.

**Read more:** <http://www.fielding.edu>

**Location:** Virtual

This position can be home-office based, with required travel to key locations and events. Fielding has its headquarters in Santa Barbara, CA and an office in Washington, DC.



# THE POSITION

The Media Psychology programs are part of Fielding Graduate University's School of Psychology, reflecting its deep root in psychological theory and practice. Fielding's Media Psychology programs take great pride in two things: their roots in psychology and the strength of their community. Psychology is the distinguishing piece of these programs: through distinctive doctoral, master's, and certificate offerings, students have access to a wide range of faculty who are experts in the fields of cognition, social behaviors, human development, narrative and neuroscience applied to media ecosystems and technology. Where other media-related programs focus on process or isolate media from human experience, media psychology looks for the 'why,' integrating the expertise in psychology with in-depth knowledge of media and technology.

As part of a community of media psychologists, students explore the ways in which cognition, emotion, social factors, and the environment play a role in how people design, create, consume, use, and share media content and media experiences. Bridging research with practice, students develop the skills to anticipate social impact, encourage engagement, increase awareness and look for solutions to local and global problems.

The Program Director of Media Psychology Programs provides overall leadership for the programs and is expected to support the mission, vision, and values of the University, helping to create a positive and diverse community culture. The Program Director participates in proposing, developing, refining, and adopting academic policies for the School of Psychology and the University. Program directors coordinate with and support each other in carrying out their responsibilities by solving problems, sharing best practices, identifying variations in practices and processes across programs, and implementing standardized policies and practices when appropriate.

The Program Director is expected to travel occasionally to Santa Barbara and to national Fielding events held elsewhere. The Program Director is an academic leader with administrative and teaching responsibilities and reports to the Dean of the School of Psychology.

## Principal Responsibilities:

The Program Director provides overall leadership which includes the following responsibilities:

- Manages all aspects of the media psychology programs including enrollment planning, budgeting, curriculum, and faculty workload.
- Maintains open communication with academic leadership, faculty, students, alumni, and staff.
- Develops and oversees the delivery of a high-quality, up-to-date, innovative curriculum.
- Manages outreach and enrollment of students.
- Ensures student satisfaction, engagement, and success.
- Hires, supervises, and evaluates faculty.
- Manages overall program assessment and improvements.
- Maintains required documents in compliance with accrediting and regulatory agencies.
- Engages with alumni.

## Program Management:

- Develops and oversees the delivery of high-quality, innovative academic programs that help to differentiate Fielding in a competitive higher education market.
- Assumes accountability, at the program level, for achieving strategic goals related to the academic enterprise, in collaboration with faculty.
- Oversees a regular program review process, in collaboration with faculty, to ensure continuing academic quality, and implements strategies to address issues or recommendations emerging from such reviews and from the accreditation process.

- Ensures continuing academic quality by implementing strategies to address issues and recommendations emerging from students, faculty, and the accreditation process.
- Oversees updates to curricula, program design, and program governance, in collaboration with faculty.
- Partners with the School of Psychology Dean to develop annual program budget and manage program costs; assumes accountability for achieving net income targets, growing revenue, suggesting new business opportunities, and ensuring cost-effectiveness of program delivery.

### Student Recruitment and Admissions:

- Engages faculty in program marketing, student recruitment, screening, and admission efforts. This includes faculty participating in reviewing applications, interviewing potential students, and participating in informational sessions and recruitment events.
- Represents the programs and the University at regional and national conferences to create awareness of and share materials about the programs in media psychology.
- Identifies potential institutions and organizations and develops relationships with said institutions that can serve as pipelines for new student enrollment.
- Collaborates with Recruitment, Marketing, and Enrollment Operations departments to develop program collateral, generate leads, convert leads, and cultivate new students.
- Attends to Fielding's mission to recruit and enroll from diverse and underrepresented populations.

### Faculty Selection, Development, Engagement, and Evaluation:

- Recruits and retains a high-quality, diverse faculty with appropriate credentials, ensuring that: faculty content expertise aligns with academic offerings; faculty expertise and instructional skills positively contribute to Fielding's distinctive position in the market; faculty have the capacity to help Fielding achieve its vision, goals, and strategies.
- Manages faculty workload norms to support faculty in optimizing their productivity and responsiveness, achieving workload balance and coverage of curriculum, providing opportunities for faculty time off and professional development, and ensuring adherence to institutional and program policies.
- Oversees annual faculty reviews, and 3-year and 6-year faculty evaluations, ensuring that they are timely, equitably administered, and result in opportunities to enhance faculty development and engagement.

### Scholarship and Teaching:

- As schedule allows, offers a term-based course.
- Attends residential sessions, and if time allows, teaches an in-person seminar.
- Serves a limited number of students as doctoral committee members as appropriate.
- Continues their own scholarship, including publications, conference presentations, and the development of extramural grant proposals, as well as participation in professional associations.

## QUALIFICATIONS

### Required:

- Earned PhD in psychology from an accredited institution.
- A minimum of five years of administrative and teaching experience, combined, in graduate education; must have taught in a doctoral program.
- Experience with online and distributed teaching and learning methodologies.
- A record of professional activity within psychology through research, professional associations, and service.
- Relational-based orientation.
- Collaborative leadership style.
- Experience teaching and leading people from diverse backgrounds.



## Preferred:

- A record of professional activity within media psychology through research, professional associations, and service.
- Evidence of successful supervisory and management experiences in previous roles.
- Student recruitment experience.
- Experience with adult, graduate-level learners.
- Experience managing budgets.

## Knowledge, Skills, Abilities, and Characteristics:

- Works well in a distributed environment.
- Comfortable and effective in a collaborative environment.
- Demonstrated computer literacy and skills working in distributed and online learning environments.
- Demonstrated ability for scholarly research, writing, and professional presentations.
- Responsive leader on issues of diversity, equity, and inclusion.
- Proactive and timely communicator with superb verbal, written, and online communication skills.
- Ability to effectively guide change processes, navigating the tension between structure (standardization, policies, guidelines, consistency) and freedom (autonomy, variation, choice).
- Ability to lead faculty and evaluate effectively.
- Ability to work collaboratively with other academic leaders and staff.

# TO APPLY

Confidential review of applications will begin immediately and continue until the position is filled; **parties who apply by February 17, 2021 will be given first consideration.** Please submit a PDF version of your CV/resume 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=su222>

### For more information or to offer recommendations or nominations:

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Equal employment opportunity is a fundamental principle at Fielding. Fielding is committed to a work environment in which relationships are characterized by dignity, courtesy, and respect. Employment is based upon personal capabilities and qualifications without discrimination based on race, color, religion, gender (including gender identity and gender expression), sexual orientation, marital status, age, national origin, citizenship status, military or veteran status, disability, or any other protected class as established by law.



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