Position Announcement
Professor of Professional Practice/Term Faculty – Field Education Program Director

The Raymond A. Kent School of Social Work at the University of Louisville invites applications for the Professor of Professional Practice/Term Faculty and Field Education Program Director position. This is a full-time, non-tenure-track, 12-month position beginning October 2021. The Professor of Professional Practice/Term Faculty and Field Education Program Director will teach and provide administrative oversight to the Field Education Program and reports directly to the Dean. The position includes 75% administrative responsibility and 25% teaching responsibility. The administrative responsibility is a 3-year term and is appointed by the Dean.

Our Field Education Program is a robust program that provides field education curriculum in the BSW and MSSW campus and online programs. The Field Education Program Director is the supervisor of staff associated with the Field Education Program and will work collaboratively with other administrators. We seek a candidate interested in developing an innovative, student-centered field education program in an academic environment that values social justice.

Specific areas of administrative responsibility include:

Curriculum:

• Planning and administering the formal Field Education Program curriculum, including recommending faculty to teach courses to the Associate Dean to ensure effective coverage of practicum
• Promoting instructional quality in the Field Education Program
• Facilitating curriculum changes to the Field Education Program to reflect evolving academic and professional standards of practice
• Facilitating program effectiveness, including compliance with accreditation standards, positive student outcomes, and adequate resources for instruction
• Coordinating with the BSW Program Director and MSSW Program Director to support undergraduate and graduate education
• Participating in program and Outcomes Committee meetings to coordinate in conjunction with the Associate Dean accreditation efforts, including ongoing assessment, self-study reports, site visits, and any other reports or correspondence required in the process

Governance:

• Maintaining effective administrative relationships with units in the school and within the university to promote program interests
• Promoting program practices that adhere to Kent School’s policies and guidelines and ethical standards of the profession
Coordinating program meetings to address issues and needs
Representing the program in meetings within the school, across the university, and outside the campus
Maintaining records which facilitate program decision-making and provide information for CSWE statistics
Mobilizing support services including library, volunteer opportunities, and curricular resources

Fiscal:
- Recommending program budgets needs
- Requesting and reviewing the use of budget funds for program needs

Personnel:
- Maintaining program position descriptions and responsibilities
- Recommending program needs to the Dean
- Providing supplemental program orientation, training, and supervision to staff and full and part-time faculty in conjunction with Delphi Center and the Associate Dean
- Evaluating staff and faculty performance

Student Affairs:
- Coordinating with marketing, recruitment, and admission of students
- Facilitating Field Education orientation for students and field instructors
- Facilitating program activities to ensure student overall field performance, personal growth, and professional development
- Coordinating student professional conduct issues in field
- Coordinating selection of students for Outstanding BSW and MSSW Practicum Awards
- Collaborating with BSW and MSSW Program staff to develop and keep current web-materials, handbooks, etc. necessary for the program

Community Relations:
- Maintaining ongoing working relationships with other educational institutions
- Maintaining ongoing working relationships with professional organizations including KASWE, NASW, BPD, CSWE, etc.
- Maintaining ongoing working relationships with state, community, and local agencies
- Coordinating community advisory committee activities and recruiting members from program constituents

Program Advancement:
- Working in conjunction with the Development Office to assist with development needs of the Field Education Program
- Identifying developmental priorities for the Field Education Program
• Developing community support for the Field Education Program
• Promoting program excellence

Minimum Qualifications:
• Master’s Degree in Social Work (i.e., MSW, MSSW)
• At least five years post-master’s social work practice experience
• Leadership or management experience in a social services agency or social work academic program
• Experience as a field instructor or liaison
• Evidence of successful teaching at the bachelor’s or graduate level
• Experience with online instructional and assessment technologies
• Excellent networking and professional communication skills

Preferred Qualifications:
• Doctoral degree in social work
• Social work license (LSW or LCSW)
• Curriculum development experience
• Prior experience directing a field education program
• Familiarity with CSWE standards concerning field education and accreditation

Compensation:
Salary is competitive, with excellent fringe benefits, and is commensurate with qualifications and experience.

APPLICATION DEADLINE AND PROCEDURES: Formal review of applicants will begin immediately and will continue until position is filled. Applicants must apply online at:
http://louisville.edu/hr/employment/jobs/currentopenings Click on Faculty/Administrator Positions, Click on Instructor Term Faculty – Kent School of Social Work – Job ID: 41647 and attach one document that contains the following:

• Cover letter
• Curriculum Vitae/Resume
• Teaching statement that describes your philosophy, methods, skills, and experience in teaching
• Social justice statement describing professional experience with diversity and equity
• A summary of teaching evaluations
• A summary of field instructor or liaison evaluations
• Reference list that includes the name, address, telephone number, and e-mail addresses for three references

IMPORTANT: Only ONE attachment can be uploaded per application. Please submit the requested materials as one document, saving with a simple short title that contains only letters, spaces, or numbers, and then upload.
The Kent School encourages candidates to apply who have demonstrated capacity to create inclusive work environments, will work effectively on increasingly diverse teams, and will serve the increasingly diverse students we admit and want to attract.

The University of Louisville is located in an attractive urban setting with a mission directed toward research and the metropolitan region. For more information about the University of Louisville, please visit http://louisville.edu/. For more information about the Raymond A. Kent School of Social Work, please visit http://louisville.edu/kent. If you have questions about this position please email kentsrch@louisville.edu.

Equal Employment Opportunity

The University of Louisville is an equal opportunity, affirmative action employer, and is committed to providing employment opportunities to all qualified applicants without regard to race, sex, age, color, national origin, ethnicity, creed, religion, disability, genetic information, sexual orientation, gender, gender identity and expression, marital status, pregnancy, or veteran status. Women, minorities, and other underrepresented groups are encouraged to apply. If you are unable to use our online application process due to an impairment or disability, please contact the Employment team at employ@louisville.edu or 502.852.6258.