

Position description:

Associate Director, Center for Urban Education Leadership, UIC

The Associate Director of the UIC Center for Urban Education Leadership (CUEL) is a full-time position that will help lead the administrative, research, and development functions of the Center. One of those functions is to provide support for the UIC Ed.D. program, an academically rigorous and clinically intensive program that prepares leaders for urban schools.

The CUEL, with UIC's Ed.D program model as its foundation, conducts research on school leader impact on high-need schools and disseminates findings for district, state and national policy and practice.

This position will be responsible for developing systems that increase capacity for internal and external purposes, for example:

- 1) Developing administrative support systems for the Ed.D program that coordinate recruitment, admissions, enrollment management, student support, and academic advising issues that can then be implemented as part of the work of the academic department;
- 2) In collaboration with Ed.D. Academic Program Director, developing systems to support and assess preservice and early career curricular innovations that support development of highly effective school leaders;
- 3) In collaboration with Director of Research, assisting with developing research design that generates data analysis and reporting for principals' use in school improvement, funder proposals and reports, and research publications and technical reports.

Qualifications include demonstrated knowledge of and experience in improving teacher and student performance in schools; in-depth knowledge of urban schools, school improvement and school leadership development; and a minimum of a master's degree in education or education-related field.

To apply for the position, please submit a letter of application addressing fit with the position, a current curriculum vitae, and the names/contact information for three references to: Julie Wilen, Center for Urban Education Leadership, jwilen@uic.edu .

Application review will begin on August 1, 2012. Direct questions to Steve Tozer, Center Director, stozer@uic.edu.