

Faculty Leadership Fellowship on Institutional Effectiveness

The Faculty Leadership Fellowship in Academic Affairs provides a tenure-track faculty member with the opportunity to immerse themselves in the culture, policies and decision-making processes of curriculum, assessment, and accreditation for a calendar year while being mentored by academic affairs leadership. The fellowship will support up to 0.5 FTE of the faculty's time and may begin as early as August 1, 2025. The faculty fellow will report to the Vice Provost.

Major Duties and Responsibilities

1. Actively participate in leadership meetings and committees in Academic Affairs
2. Gain perspective on higher education institutional effectiveness through targeted readings, regular assessment and accreditation discussions, and attendance at the Northwest Council on Colleges and Universities annual conference.
3. Complete a special project reviewing the established and developing assessment processes with an eye toward improving the effectiveness and reducing complexity of reporting for all program assessment. Specific duties and learning opportunities that build towards this project include:
 - a. planning for and tracking progress of the 2025 accreditation recommendations
 - b. reviewing and revising accreditation and assessment webpages to update and enhance communication on continuous improvement in these areas
 - c. actively participating on the Assessment and Outcomes Committee reviewing academic assessments and the assessment process
 - d. co-chairing the Faculty Advising Assessment Task Force to organize and implement the administrative responsibilities and plan recommended by the task force

- e. collaborating on writing the annual progress report to our accreditors, the Northwest Commission on Colleges and Universities

Required Qualifications

- Current tenure-track faculty member
- Experience with teaching, research/creative activity/scholarship, and service/outreach in higher education

Preferred Qualifications

- Commitment to continuous improvement efforts to boost student learning outcomes
- Record of sustained effectiveness in undergraduate advising
- Experience with academic program assessment
- Record of interdisciplinary and/or inter-divisional collaborations
- Demonstrated leadership in a higher education environment

Note: While these qualifications are preferred, they are not required. We encourage all interested applicants to apply, even if they do not meet all the preferred qualifications.

To apply, please submit a CV, a letter of interest addressing the required and preferred qualifications, names and contact information for 2 references, and a memo of referral from your unit leader (department head or dean). Questions should be directed to Vice Provost Tracy Dougher (tracyaod@montana.edu). Please submit applications to jheard@montana.edu. Screening of applications will begin April 21.