

## Job Description

**Job Title:** Assistant Professor - Educational Leadership (Tenure Track)  
**Job ID:** 2143  
**Location:** Lehman College  
**Full/Part Time:** Full-Time  
**Regular/Temporary:** Regular

### GENERAL DUTIES

Performs teaching, research, and guidance duties in area(s) of expertise as noted below. Shares responsibility for committee and department assignments, performing administrative, supervisory, and other functions as may be assigned.

### CONTRACT TITLE

Assistant Professor

### FLSA

Exempt

### CAMPUS SPECIFIC INFORMATION

The primary responsibilities of this position are to:

- Teach graduate courses in the Educational Leadership MSED and Advanced Certificate programs
- Mentor and advise students in the program
- Collaborate across departments and foster school/college partnerships
- Engage in research and scholarly writing
- Assist with NCATE/ELCC accreditation reviews and program development
- Seek external funding for research and program improvements
- Serve on college, division and department committees
- Participate in student recruitment, application and admissions processes

### MINIMUM QUALIFICATIONS

Ph.D. degree in area(s) of expertise, or equivalent as noted below. Also required are the ability to teach successfully, interest in productive scholarship or creative achievement, and ability to cooperate with others for the good of the institution.

### PREFERRED QUALIFICATIONS

Applicants must have an earned doctorate in K-12 Educational Leadership or related field such as Educational Administration or Curriculum and Instructional Supervision or be within one semester of completing doctorate by the job start date.

Applicants should have:

- experience in college teaching and public school administration essential
- knowledge of urban school policies
- current and promising research and publication agenda
- experience working with diverse student populations, urban teachers, public schools, and community agencies as appropriate
- knowledge of instructional technology and K-12 public school finance highly desirable
- eligibility to teach in a CUNY school required

## **COMPENSATION**

Salary commensurate with education and experience.

## **BENEFITS**

CUNY offers a comprehensive benefits package to employees and eligible dependents based on job title and classification. Employees are also offered pension and Tax-Deferred Savings Plans. Part-time employees must meet a weekly or semester work hour criteria to be eligible for health benefits. Health benefits are also extended to retirees who meet the eligibility criteria.

## **HOW TO APPLY**

To apply please log on to [www.cuny.edu](http://www.cuny.edu). Navigate to Careers at CUNY and then log into the applicant tracking program Careers at CUNYFirst and apply online by clicking "Apply Now" and following the instructions.

In addition, to be considered for this position, you must send application letter with curriculum vitae, transcripts and three letters of recommendation to:

Dr. Janet DeSimone at [Janet.Desimone@lehman.cuny.edu](mailto:Janet.Desimone@lehman.cuny.edu)

Department of Counseling, Leadership, Literacy, & Special Education

Carman Hall B-20

Lehman College of the City University of New York

250 Bedford Park Blvd. West

Bronx, New York 10468-1589

## **CLOSING DATE**

Open until filled with review of applications to begin 12/28/09.

## **EQUAL EMPLOYMENT OPPORTUNITY**

The City University of New York is an Equal Opportunity Employer which complies with all applicable laws and regulations, and encourages inclusive excellence in its employment practices.