

Call for Applications: Instructional Development Consultants

The Center for the Advancement of Teaching & Learning (CATL) is seeking applicants to serve as Instructional Development Consultants for the 2022-23 academic year. Consultants will be appointed for the fall and spring semesters and will also be involved in the January Instructional Development Institute. The appointments will begin in mid- to late September 2022 and are potentially renewable.

There are two open positions:

1. Instructional Development Consultant (Generalist)

This individual will report to the CATL Director. They will work, on average, eight hours per week in CATL, become an active member of the Center's team, and support its overall mission. Their specific duties will be assigned based on the expertise of the selected consultant, and appropriate training and support will be provided as needed.

Potential duties and responsibilities:

- Collaborate with the CATL team to develop and implement new programming and projects.
- Co-facilitate instructor reading groups or communities of practice.
- Consult with instructors on teaching and learning issues (e.g., course development, evidence-based teaching practices, scholarship of teaching and learning, learning assessments).
- Work with CATL team members on outreach to instructors and departments.
- Communicate with and support new instructors and/or instructors in mentoring programs.
- Create new resources and content for the CATL website, blog, or newsletter.

Compensation: The stipend equivalent of one course overload payment (\$5100) for Fall 2022 and one course re-assignment for Spring 2023

2. Instructional Development Consultant (Access Specialist)

This individual will report to the CATL Director. They will work, on average, four hours per week in CATL, become an active member of the Center's team, and support its overall mission. Their efforts will specifically be channeled toward UWGB's access mission and to helping instructors create learning spaces that support effective learning by all students in our four-campus university. Their specific duties will be assigned based on the expertise of the selected consultant, and appropriate training and support will be provided as needed.

Potential duties and responsibilities:

The potential duties and responsibilities are the same as those listed above for the Generalist position (e.g., developing programs or resources, co-facilitating communities of practice or reading groups), however this consultant's work will all be related in some way to increasing student access to learning. For example, they might write blog entries on topics such as the impact of creating classroom community on student achievement, co-facilitate a reading group on universal design, or consult on Open Education Resources (OER).

Compensation: Stipend of \$5100 for the 2022-23 contract year

Required Qualifications for Both Positions:

- Full-time Tenure-Track Faculty, Assistant Teaching Professor, on continuing contract Lecturer/Senior Lecturer
- At least five years of successful teaching experience
- Past interactions with CATL and/or OPID through workshops, consultations, and/or conferences
- Interest in working with colleagues across disciplines
- Strong written, oral, and interpersonal communication skills
- Strong project management and organizational skills
- Permission from Chair to take on the position

Preferred Qualifications for Both Positions:

- Past or current involvement in curricular development, SoTL research, or an extensive instructional development activity (e.g., Teaching Fellows/Scholars, year-long CATL community of practice)
- Experience working with instructors from a variety of disciplines
- Knowledge of evidence-based teaching and learning practices
- Experience with and a commitment to equity-minded and inclusive teaching practices

How To Apply

Please submit the following by emailing them to CATL@uwgb.edu with the subject line “Instructional Development Consultant” by **September 14, 2022**.

- 1) A one-page cover letter that:
 - a) Explains your specific interest in and qualifications for work as an Instructional Development Consultant
 - b) Indicates which position you are applying for and why (if you are open to either one, please state that and state which would be your strongest preference)
- 2) A two-page CV that includes experiences relevant to this position
- 3) A separate email from your Chair (can be one sentence) to the CATL Director, Kris Vespia (vespiak@uwgb.edu), giving their consent to the application (i.e., “I am aware that _____ is applying to be an Instructional Development Consultant with CATL, and they have my support to pursue that role and its associated workload and compensation.”)