



**POSITION ANNOUNCEMENT**  
**University Field Supervisors - Education**

*Mount Vernon Nazarene University exists to shape lives through educating the whole person and cultivating Christ-likeness for lifelong learning and service.*

Mount Vernon Nazarene University (MVNU) is an intentionally Christian teaching university for traditional age students, graduate students, and working adults who seek opportunities to learn and grow in an academic community of faith. The University provides the context for a transformational experience through excellent academics, service opportunities, caring relationships, and a nurturing spiritual and social environment. Faculty, staff, and students are challenged to achieve their highest potential, to become increasingly Christ-like and to make a difference in their world through lifelong service.

The University is seeking qualified part-time **University Field Supervisors** for its Education Department. The department offers baccalaureate and graduate level initial licensure programs in on-ground and online settings for traditional and non-traditional students. Individuals with P-12 teaching experience in all content areas are encouraged to apply. Individuals with background and experience in special education are in of particular need. The position reports to the Director of Field and Clinical Experiences and qualified applicants will be contacted for interviews as positions become available.

\*This is not a contract position.

**Responsibilities for this position include:**

- Supervising and mentoring education candidates in field experiences, student teaching experiences, and advanced practicum settings in fall and/or spring semesters;
- Staying abreast of the technology employed by Mount Vernon Nazarene University;
- Processing supervisory/evaluation forms in a timely fashion;
- Attending bi-annual orientations;
- Comprehensive understanding of the Student Teacher Handbook, as well as any tasks expected of the Supervisor and candidate;
- Given the nature of online programs, the need for supervisors extends throughout the state. Supervisors able to serve in the following areas are in specific need: Central Ohio (Columbus area); Northeast Ohio (Cleveland area; Akron/Canton area); Northwest Ohio (Toledo area; Findlay/Lima area); Southwest Ohio (Cincinnati area; Dayton area); Southeast Ohio (Marietta area; Portsmouth area).

*The above statements describe the general nature and level of work to be performed by an individual assigned to this position. This is not intended to be an exhaustive list of all responsibilities and duties required of the position.*

**Expectations for the successful candidate:**

- Evangelical Christian confession of faith and demonstrated involvement in a local church;
- Master's degree in education;
  - Candidates with equivalent professional experience may also be considered. Equivalent experience may include a bachelor's degree in education, a minimum of 15 years of P-12 classroom experience, or other documented expertise in P-12 teaching.
- Minimum of three years of experience as a teacher in a K-12 classroom;
- Licensed as a teacher or eligible for licensure in Ohio;
- Basic computer skills and knowledge of online grading programs;
- Previous university supervision experience in an education program is strongly preferred but not required;

- Strong individual and group communication skills;
- Commitment to quality classroom instruction;
- Commitment to the University's Christian faith and lifestyle requirements;
- Desire to help students succeed in the university setting.

Applications will be accepted on an ongoing basis. Interested candidates should send an application letter, curriculum vita, unofficial college transcripts, names and contact information for three personal references, a Philosophy of Education and a one to two-page statement of faith. Applicants are encouraged to submit application materials via email as a Word or .pdf file attachment or as hard copies via USPS to:

**Marie Kennedy**  
**Education Department**  
Mount Vernon Nazarene University  
800 Martinsburg Road/Mount Vernon, OH 43050  
E-mail: [Marie.Kennedy@mvnu.edu](mailto:Marie.Kennedy@mvnu.edu)  
[www.mvnu.edu](http://www.mvnu.edu)

Prior to a final offer of employment, the selected candidate will be required to submit to a background check including, but not limited to, employment verification, educational and other credential verification and criminal background check. Mount Vernon Nazarene University does not unlawfully discriminate on the basis of race, color, sex, national origin, age, disability, or military service in administering its employment policies and practices. As a religious educational institution under the auspices of the Church of the Nazarene, the University is permitted by law to consider religious beliefs/practices in making employment decisions and does so to achieve its mission. The University requires as a condition of employment that all employees subscribe to standards of the Church of the Nazarene and conduct their lives in accordance therewith.