



POSITION ANNOUNCEMENT

Program Director for the Certificate Program for Students with Intellectual Disabilities

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.

Mount Vernon Nazarene University is seeking a full-time (eleven-month) **Program Director for the Certificate Program for Students with Intellectual Disabilities**, beginning immediately. Rank will be Assistant or Associate Professor and commensurate with experience. Compensation will be competitive with institutions within the Council for Christian Colleges and Universities. A full complement of benefits is provided, including a health care plan, retirement contributions and tuition assistance (self and dependents).

Responsibilities and expectations for this position include:

- Developing curriculum for a Certificate Program for Students with Intellectual Disabilities
- Hiring and supervising competent, qualified staff members to support students in the certificate program
- Collaborating with the Vice President of Academic Affairs, the Office of Admissions, Student Financial Services and the Marketing department to support recruitment of new students
- Assuming primary responsibility for pursuing and maintaining Comprehensive Transition Program status
- Teaching selected core courses within the program
- Training and supporting faculty teaching electives in the program
- Developing and overseeing training and support for student workers
- Supervising student progress in the program
- Identifying and resolving student issues
- Serving the University through committee participation and other assigned tasks

Qualifications for the successful candidate:

- Evangelical Christian confession of faith and experience is required, Church of the Nazarene membership preferred
- Doctorate or Master's Degree in Special Education or a related field
- Evidence of effective work with students with disabilities in a professional setting
- Experience as an intervention specialist preferred
- Three-five years of professional experience in disabilities services or a related field
- Demonstrated skills in management of academic programming preferred
- Excellent oral and written communication skills
- Commitment to inclusivity and diversity
- Proven ability to work collaboratively with others

In a continuing effort to enrich its academic environment and provide equal educational and employment opportunities, the university actively encourages applications from members of all ethnic groups underrepresented in higher education. Applications will be accepted until the position is filled; however, early application is strongly advised. Interested candidates should send an application letter, curriculum vita, unofficial college transcripts, evidence of teaching competence, names and contact information for three references, a one- to two- page statement of educational philosophy, and a one- to two-

page statement of faith. Applicants are encouraged to submit application materials via email as Microsoft Word, .pdf file attachments, or as hard copies to:

Academic Affairs

Mount Vernon Nazarene University

800 Martinsburg Road

Mount Vernon, OH 43050

Email: academic.affairs@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.