

OKLAHOMA BAPTIST UNIVERSITY

POSITION DESCRIPTION

Assistant/Associate Professor of Education

OBU Mission Statement

OBU transforms lives by equipping students to pursue academic excellence, integrate faith with all areas of knowledge, engage a diverse world, and live worthy of the high calling of God in Christ.

Expectations for all Employees

Oklahoma Baptist University achieves its mission through a shared commitment to the following expectations. All employees must embrace these expectations and model them in their behavior.

- *Demonstrate commitment to the essentials of the Christian faith.*
- *Commit to the mission and vision of Oklahoma Baptist University.*
- *Maintain active membership in a local evangelical Christian church.*
- *Treat people with dignity and respect.*
- *Build relationships on honesty, integrity, and trust.*
- *Strive for excellence through teamwork, leadership, and a strong work ethic.*
- *Manage human and financial resources wisely and efficiently.*

Overview

Oklahoma Baptist University is looking for an active Christian scholar of education with a strong commitment to assist teacher education candidates in developing the knowledge, skills, and dispositions necessary to assist K-12 students in reaching their potential. Candidates who specialize in secondary and/or special education are encouraged to apply for the position. Our educators equip teacher education candidates in the pursuit of academic excellence through the integration of Christian faith and knowledge. Currently, OBU offers undergraduate in person education courses and online graduate level courses for the Master of Arts in Teaching Program. Additional duties and responsibilities may include departmental or MAT program leadership and accreditation support. Duties will be determined based on the applicant's experience and areas of expertise. The Teacher Education program at OBU is accredited by the Council for the Accreditation of Education Preparation (CAEP) and by the Office of Education Quality and Accountability (OEQA)

Essential Functions

- Teach teacher education courses within the School of Education as assigned
- Prepare and distribute syllabi according to university policy
- Utilize presentation software and learning management system for courses
- Organize and direct the learning experiences with assigned classes as outlined in the course syllabus and objectives
- Keep accurate class records and submit reports and grades on time and as requested
- Be available during office hours to counsel and advise student majors and minors
- Participate in divisional duties as assigned
- Remain professionally active – attend appropriate conference at all levels, present programs, papers, and conference sessions as appropriate, submit

journal articles for review and publication, conduct quality research, stay current on the latest changes in field

- Participate within the campus community, serving on committees as assigned
- Participate fully in campus faculty development opportunities
- Assist in recruiting students to the School of Education

Other Duties

- Participate in state and national accreditation processes
- Serve on the Teacher Education Committee

Required Qualifications

- Masters in an education field such as curriculum, instruction, education leadership, special education, or a content specific area
- A minimum of three years teaching in the K-12 setting, preferably in special education and/or at the secondary level
- CAEP Standards
- OEQA Standards
- InTASC Standards
- National standards specific to area of specialty
- Current research related to specific academic field/specialty area
- Understand various teaching strategies, learning theories, and instructional methods to effectively engage students with diverse learning styles
- Student Learning Outcomes, Program Learning Outcomes, Assessment and Data collection
- Familiarity with course design, curriculum development, and assessment practices, ensuring that learning objectives are met, and students' needs are addressed
- Proficiency in using a variety of teaching methods (e.g., lectures, seminars, case studies, group projects) to promote active learning and engagement
- Proficiency in using educational technologies (e.g., learning management systems, online tools, digital resources) to enhance teaching and facilitate learning
- Integration of faith and learning
- Develop course learning outcomes and assessment that align with program learning outcomes and curriculum maps
- Create assessment rubrics that effectively measure course outcomes
- Work effectively with other faculty members, staff, and administrators on departmental and institutional projects, research collaborations, or curriculum development.
- Balance teaching, research, advising, and administrative duties, effectively managing deadlines and maintaining productivity
- Organizational skills are necessary for course preparation, grading, meeting research milestones, and handling academic responsibilities

- Sufficient mobility and physical stamina to conduct 2-3 classes back-to-back; walk about the campus; travel to local, regional, state and national locations, and transport moderately heavy items to offices and classrooms

Special Requirements

- Demonstrate vibrant Christian faith that aligns with the mission of Oklahoma Baptist University
- Active member of an Evangelical church
- *Evangelical is a broad term referring to segment within Christianity which maintains the authority of the Bible and the belief in salvation by faith in Jesus alone.
- ****Please apply using the link for “Faculty Applications” on the OBU website at <https://www.okbu.edu/hr/jobs.html>**