

## **Job Description- Oklahoma Baptist University**

### **Director of Curriculum, Master of Science in Speech Language Pathology**

#### **Who We Are:**

Oklahoma Baptist University (OBU) is a fully accredited Christian liberal arts university in Shawnee, 30 minutes east of Oklahoma City. Founded in 1910, the campus encompasses just under 300 beautiful acres and offers 80 areas of study. OBU transforms students' lives by equipping them 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. We achieve our mission through a shared commitment to the essentials of the Christian faith, our vision and mission, and active participation in local evangelical churches. OBU believes that all people must be treated with dignity and respect. Relationships are built on honesty, integrity, and trust. Finally, we believe that excellence is achieved through teamwork, leadership, and a strong work ethic. Come join us and work with a purpose, where faith is the heart of education.

#### **Position Summary:**

The Director of Curriculum holds a faculty appointment and has administrative, teaching, service, and scholarship responsibilities consistent with the mission and philosophy of the academic program. This individual demonstrates competence in teaching, curriculum development, and implementing strategies for student success. In addition, the primary responsibilities of the Director of Curriculum are to ensure the curriculum is aligned with accreditation standards and reflects current evidence and best practices in hybrid education. The preference is that the candidate for this position be available for onsite work at the OBU campus, but the position is eligible for consideration of remote/hybrid work arrangements with the chosen Director of Curriculum required to be onsite when students are at OBU for specified program tasks.

#### **Qualifications:**

1. Holds terminal academic doctorate (Ph.D., Ed.D., D.Sc.) in a discipline appropriate for teaching responsibilities from a regionally accredited institution.
2. Has a minimum of two years of full-time experience as a core faculty member in a CAA accredited MS-SLP program.
3. Demonstrates knowledge and ability to mentor colleagues in hybrid teaching and learning.
4. Experience with Scholarship of Teaching and Learning Research, Science of Learning, and curriculum mapping.
5. Understanding of higher education and contemporary clinical practice appropriate for leadership in speech-language pathology education.
6. Experience with the CAA accreditation process preferred.
7. Licensed, or eligible for licensure, as a Speech Language Pathologist in Oklahoma.
8. Current ASHA certification as a CCC-SLP preferred.
9. Active in professional activities at local, state, and/or national levels.

#### **Administrative Responsibilities**

##### **Curriculum Management**

- Ensure the curriculum aligns with accreditation standards, evidence-based practice in speech-language pathology, and best practices in hybrid teaching and learning.
- Maintain the curriculum map and adjust as revisions are made to the curriculum.
- Ensure proper sequencing of courses within the curriculum.
- Coordinate class schedules and student assessments to optimize the learning sequence.

### **Curriculum Review and Assessment**

- Review outcomes of the comprehensive examination, student and faculty evaluations, and Praxis scores, to identify curriculum gaps and areas for improvement.
- Lead programmatic assessment with institutional assessment leadership and the Program Director.
- Conduct ongoing curriculum review with an annual comprehensive curriculum review in alignment with accreditation requirements.
- Prepare agenda for the annual curriculum review, including:
  - Comprehensive curriculum review
  - Review of program mission, goals, and objectives
  - Summative results of student evaluation of the curriculum
  - Summative review of adjunct, supportive, and guest faculty evaluations
  - Faculty input regarding curricular issues

### **Faculty Coordination and Development**

- Chair the Curriculum Committee.
- Assign course coordinators and monitor course section alignment.
- Assist the Program Director in the management of core and adjunct faculty, including teaching responsibilities, course evaluations, and professional development.
- Educate faculty on the curriculum plan and their roles in its development and review.
- Mentor faculty in developing or revising syllabi, including objectives and learning activities.
  
- Report curriculum activities in each faculty meeting.

### **Teaching and Education Responsibilities:**

- Teach courses as assigned and/or agreed upon with institutional leadership.
- Integrate faith and learning with a commitment to a Christian worldview.

### **Scholarship Responsibilities:**

- Conduct and disseminate research/scholarship activities in accordance with accreditation requirements and institutional policies and procedures.

### **Service Responsibilities:**

- Participate in institutional and professional service opportunities in accordance with accreditation requirements and institutional policies and procedures.

**TO APPLY:** Please click the button below and then click on the link for “Faculty Applications” on the OBU website, then scroll to find the desired position. For the complete job description, please contact HR@okbu.edu. The information in this job posting contains partial information and is not considered all-inclusive of the duties and responsibilities of this job. For more information, please contact MS-SLP Program Director, Dr. AnnMarie Knight [annmarie.knight@okbu.edu](mailto:annmarie.knight@okbu.edu).

**OBU Benefits Summary:** OBU understands that our employees are our most valuable assets when it comes to fulfilling our mission. We strive to offer an extensive array of benefits and opportunities for employees to choose from. OBU contributes generously to the monthly premiums for nationwide family-friendly Health and Dental coverages and provides free life insurance with accidental death and dismemberment equal to an employee’s base salary. There is generous paid time off that includes annual granted vacation time, accrued sick leave, six annual holidays, and week-long breaks for Thanksgiving and Christmas. There are employer matching opportunities for retirement investments in two different 403(b)(9) plans administered by GuideStone and the Teachers Insurance Annuity Association/ College Retirement Equity Fund (TIAA-CREF). OBU gives access to optional employee-paid ancillary benefits like vision, hospitalization, critical illness, accident, and additional family life insurance coverages. There are numerous other perks and opportunities like FREE family membership to the OBU Recreation and Wellness Center or RAWC, Global outreach university mission trips, education benefits at OBU and other institutions of higher education, cafeteria discounts, and parking privileges to name a few. For a complete list of current OBU employee benefits and opportunities, please visit our Employees Benefits page on our website.