

# Call for 2018-2019 Chair Fellow

Due Wednesday, March 26, 2018

The Center for Excellence in Teaching and Learning is delighted to announce a call for applications for one Chair Fellow for the 2018-2019 academic year. The Chair Fellow position will support the coordination of services and resources for chairs and other leadership training opportunities through the CETL office.

## Purpose

CETL is committed to providing support and resources for chairs and would like to offer future leadership training opportunities. With limited CETL staff resources to meet these needs, it is important to have someone with timely experience and knowledge in the role of a chair to offer mentoring and expertise to others.

## Role of Chair Fellow

- Organize and implement Annual Chairs Retreat (in August)
- Organize and implement 2-4 workshops/forums for chairs each academic semester
- Develop additional resources for chairs (chair's manual, recommended guidelines)
- Oversee the Chairs' Corner website
- Provide mentoring support to new chairs
- Support other initiatives as needed

## Qualifications

- Recent (within the past 5 years) chair/administrator who will not be serving as chair in the coming academic year
- Knowledge and skills in role and responsibilities of chair
- Excellent communication and leadership skills

## Application

Please submit to Judith Ableser (Director) [ableser@oakland.edu](mailto:ableser@oakland.edu) by **Monday, March 26, 2018**.

- 1-2 page cover letter highlighting what you can bring to the position and your experience
- CV
- Letter of support from the 2018-2019 chair indicating that a "course release can be granted"

## Compensation

The Chair Fellow will receive one course release (or equivalent measure) for the fall and one for the winter. The department would receive funding for the course release.

*For further information or questions, please contact Judith Ableser, the Director of CETL, at [ableser@oakland.edu](mailto:ableser@oakland.edu) or at 248-370-2455.*