

Vacancy Announcement System (VAS)

Date: April 11, 2019 Department: College of Education & Human Development

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Application Deadline: May 3, 2019 Date position to be filled: May 15, 2019

Position Title: Coordinator of Certification & Teacher Education Programs

Salary (annual): \$45,000 or Salary Range: _____ to _____

Please check all categories that apply to this position:

Status

Part-time

% of time

Full-time

Faculty Position

Temporary

Tenure

Tenure Track (Probationary)

Grant

Contract

Unclassified Position

Administrative

Temporary

Permanent

Grant

Contract

Classified Position

Probationary

Job Appointment

Provisional Appointment

Contact Person: Dr. Willie Jones, III Telephone No: 504-284-5520

Contact Email Address: wijones@suno.edu

Contact e-mail address is for: Human Resources utilization only Posting to VAS website

Brief job description [Maximum 5 lines @ 500 characters (including spaces) per line]:

Under the general supervision of the Dean of the College of Education. This position is responsible for providing a wide variety of intervention strategies for Praxis passage. Coordinate orientation for incoming Teacher Education majors. Monitors student progress and recommends students for certification. Oversees the processing of educator licensure applications for students each academic year. Maintains a data base of current and past students.

Minimal qualifications [Maximum 4 lines @ 450 characters (including spaces) per line]:

Must have a Master's Degree in Education, Counseling, or related field. Certified teacher (preferred) or have knowledge of current teacher certification requirements preferred, but not required.

Remarks [Maximum 3 lines @ 300 characters (including spaces) per line]:

A statement of interest, curriculum vitae/resume, three letters of recommendation, and official copies of graduate transcripts are required for a complete application.

Apply To:
Dr. Willie Jones, III
College of Education & Human Development
Suite 323
6400 Press Drive
New Orleans, LA 70126

Position Vacancy Announcement Request