

Founded in 1927, Austin Peay State University is a comprehensive, state-assisted university with an enrollment of approximately 9,000 students. APSU was named in honor of the late Tennessee Governor Austin Peay, who served from 1923–1927.

With a main campus in Clarksville, Tenn. and a satellite campus on post at Fort Campbell, Ky., APSU is one of 47 universities, community colleges and technology centers in the Tennessee Board of Regents system, the sixth largest system of higher education in the nation. The University offers a full range of academic programs at the associate, baccalaureate and master's degree levels in the arts, sciences, business and selected professional programs. APSU offers 13 online degree programs and hundreds of Web-based classes. Among APSU's many points of distinction are its outstanding programs in the sciences, two centers of excellence in the creative arts and field biology and four chairs of excellence in the creative arts, business, free enterprise and nursing.

An integral part of Clarksville, a rapidly growing city of more than 100,000 located 45 minutes northwest of Nashville, the University led the state in enrollment growth in recent years. Since 2000, Austin Peay has renovated and erected numerous top-of-the-line facilities on its 160-acre main. Of the universities offering classes on post at Fort Campbell, only APSU has been given permission to construct its own building. The University enrolls more students at the Fort Campbell Center than the other five institutions combined.

**Faculty Development Analyst
Title III Grant
Full-Time, Grant-Funded Position
Continuation Contingent Upon Availability of Funding
Position Number 642230**

General Description

The Faculty Development Analyst reports to the Student Success Specialist and has primary responsibility for developing a system to guide faculty professional development, including on-site workshops, summer training institutes and attendance at regional or national conference and workshops in support of grant objectives.

Primary Duties and Responsibilities

- Design, develop and pilot the Teaching/Learning Center.
- Establish faculty-training schedules and develop training modules.
- Development and provide faculty with training and support on curriculum design, incorporating principles of learning theory.
- Provide faculty with support to use technologies as teaching tools, to include modifying teaching methods and curriculum.
- Prepare required reports, surveys and evaluation documentation for Title III grant.
- Perform other job-related duties as assigned.

Essential Functions and Abilities

- Strong teaching skills using a variety of methods.
- Strong communication, planning and time-management skills.
- Ability to train faculty in curriculum design to promote learning for high-risk students.
- Ability to relate well to peer faculty.
- Ability to create engaging instructional materials.
- Ability to create a teaching and learning environment by altering the classroom experience from faculty-oriented classrooms to student-centered learning environments.
- Knowledge of instructional technology.
- Ability to efficiently operate a personal computer and associated software (Outlook, Word, Excel, etc.) as well as SungardHE Banner.
- Ability to communicate effectively and appropriately.
- Ability to maintain confidentiality of records and information.
- Ability to interact in an effective and appropriate manner with diverse populations, the University community and the public.
- Ability to detect and correct grammatical and spelling errors in written correspondence.
- Ability to maintain files accurately, in paper and in software programs.
- Ability to handle multiple tasks simultaneously.
- Ability to effectively supervise personnel and complete all associated personnel actions in a timely and accurate manner.

Required Minimum Qualifications

- Doctoral degree.
- A background check will be required of the successful applicant.

Additional Preferred Qualifications

- Previous experience in curriculum design to include experience with technology integration into curriculum.
- Previous experience in the design of student learning assessments.
- Previous teaching experience using a variety of teaching methods.

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