Directors of edTPA and Partnership/Completer Outreach

SCHOOL OF EDUCATION PROFILE

The UAB School of Education (SOE) is located in the new, state of the art Education and Engineering Complex. SOE is comprised of two academic departments and prides itself on preparing graduates to “make a difference in today’s world.” The UAB SOE is accredited by the Council for the Accreditation of Educator Preparation, and its certification programs are approved by the Alabama State Board of Education.

For additional information on our school and its suite of programs and other offerings please visit: https://www.uab.edu/education/home/.

The instructor and Director of edTPA and Partnership/Completer Outreach will lead and conduct the edTPA and partnership/completer activities for the UAB School of Education.

Duties and Responsibilities

edTPA

- Oversee all aspects of edTPA administrative functions, student preparation, faculty training, cooperating teacher training, and score reporting.
- Represent UAB SOE at monthly ALSDE edTPA meetings.
- Create and maintain Canvas support modules for candidates and faculty. Keep all handbooks and templates current in Canvas course.
- Implement all training for each task of edTPA. Create materials and present at workshops, seminars and help sessions.
- Support candidates with technology needs, such as video recording and uploading.
- Communicate with all candidates about edTPA information in a timely and clear manner, coordinating and responding to ongoing edTPA related issues and concerns during the semester.
- Oversee remediation process. This includes individual meetings with each student to review scores, individual tutoring sessions and individual resubmission.
- Create and share score reports with faculty and departments and attend all program meetings as needed.
- Provide an annual summative report of the performance of SOE candidates in edTPA with recommendations for continuous improvement.
Partnership/Completer Outreach

- Serve as an ambassador for the UAB SOE in partnership districts and schools.
- Maintain SOE partnerships with school leaders, completers, and alumni.
- Foster partner participation in the Advisory Board.
- Lead Teacher Leader Alumni Network (TLAN).
- Moderate and monitor social media group for completers.
- Develop and provide content for social media group following an implementation plan crafted with the SOE Director of Communication.
- Support completers by observing and providing feedback and developing and presenting professional development opportunities.

Kappa Delta Epsilon Faculty Advisor

- Host yearly induction ceremonies.
- Organize a leadership team of candidate officers.
- Support the leadership team in hosting regular meetings.
- Submit yearly reports to the National KDE organization.
- Promote completers’ transfer to the UAB alumni chapter.

Qualifications

- EdS or PhD/EdD and certification in instructional field, Educational Administration, or Instructional Leadership.
- At least three years P-12 classroom teaching experience and demonstrated effective teaching.
- National Board Certification preferred.
- Current driver’s license and dependable means of transportation for visiting local school districts on a frequent basis.
- Demonstrated proficiency in designing and delivering presentations, planning, and executing programs/events, outreach and marketing, networking, and relationship building.
- Demonstrated evidence of strong organizational and interpersonal skills.
- Demonstrated evidence of strong verbal and written communication skills.
- Intermediate level computer skills using a Windows based operating system, specifically MS Word, Excel, Outlook, as well as familiarity with social media tools and learning management systems.
- Willing and able to conduct meetings and attend programs in the evenings and some weekends throughout the year.

Application will be made by submitting a complete and current Curriculum Vitae, a cover letter, names of at least three references, and transcripts from all colleges and universities attended. Please visit https://uab.peopleadmin.com/postings/9754 to apply. Review of applicants will begin immediately and continue until positions are filled. Salary $70,000-$80,000

*UAB is an Equal Opportunity/Affirmative Action Employer committed to fostering a diverse, equitable and family-friendly environment in which all faculty and staff can excel and achieve
work/life balance irrespective of, race, national origin, age, genetic or family medical history, gender, faith, gender identity and expression as well as sexual orientation. UAB also encourages applications from individuals with disabilities and veterans.