



CHAPMAN UNIVERSITY SYSTEM

**Associate Dean of Accreditation
School of Education**

Brandman University is seeking a highly knowledgeable, motivated, and visionary accreditation leader to build on exemplary CTC and NCATE joint site visit accreditation success in April 2015. As the School now transitions to alignment of the new CAEP and new CTC standards, we seek a leader who is visionary in developing best practices and assessments so that Brandman is the recognized leader in accreditation activities and in developing highly effective educators and leaders.

Brandman University, part of the Chapman University System, is a private, non-profit institution with a mission to provide students with a dynamic education based on excellence and flexibility that creates lasting value and relevance for evolving careers. Brandman's innovative approach to educating working professional students utilizes technology to enhance the learning experience with a combination of face-to-face instruction and collaborative online learning. Brandman serves 13,000 students annually with programs available online and at over 25 campuses throughout California and Washington. The School of Education is nationally accredited through NCATE and all credential programs are accredited by the California Commission on Teacher Credentialing (CCTC).

The Associate Dean of Accreditation will oversee the School of Education assessment system and continuous improvement processes (which received accolades during the last CTC/NCATE joint site visit) and works collaboratively with the School of Education leadership team, faculty and staff to facilitate and manage WASC, CAEP, CTC and other assessment processes. The Associate Dean oversees the use of LiveText, the unit's assessment management system, and supervises the Teacher Accreditation Department. The Associate Dean works closely with the Director of Clinical Services, and the Institutional Planning and Assessment Office staff in the preparation, review, and dissemination of accreditation reports. The Associate Dean also serves as the university liaison to CAEP, CTC and other accrediting agencies.

The ideal candidate will have the following qualifications:

- Earned doctorate in education or related discipline (preferred, not required)
- Advanced knowledge of CAEP, CTC and WASC accreditation processes
- Significant experience in state, regional, and/or national accreditation
- Demonstrated ability to serve effectively and collegially as a member of the Dean's Leadership Team
- Ability to provide effective leadership and to work with diverse groups
- Excellent oral and written communication skills
- Strong interpersonal skills
- Technology skills relevant to academic administration and assessment
- Minimum of 5 years of administrative experience in higher education

Brandman University full-time positions offer competitive salaries and generous benefits. While the central administrative offices are located in Irvine, California, this position may reside at any of the Brandman University Campuses.

If you want to apply your teaching experience and passion for adult learning in an environment that is student centered and values integrity, collaboration, and innovation, Brandman University is the place for you. Please visit the [Brandman University Career Site](#).

Please make sure to attach the following documents to your online application: cover letter, curriculum vita, teaching philosophy, and the names of at least three references.

