

Faculty in Education, Coordinator of Bilingual Authorization Certification

Salary

\$66,150.00 - \$99,150.00 Annually

Location

Fresno, CA

Job Type

Term Appointment

Job Number

2023-00149

Department

School of Education

Opening Date

05/03/2023

- DESCRIPTION
- BENEFITS

Position Summary

Anticipated Hiring Salary Range: \$66,150.00-\$99,150.00 annually

Department: School of School of Education

Reports To: Dean

Status/Time Commitment: Full-time with faculty rank, term appointment, 11- month appointment

Rank: Assistant or Associate Professor

Start Date: 07/01/2023

School of Education, Division of Teacher Education

The Division of Teacher Education at FPU is committed to preparing highly qualified new Multiple Subject and Single Subject teachers who are equipped to teach in the diverse communities throughout the Central Valley. The program is offered online to all students at Fresno Pacific University, including students in Fresno, Visalia, and Merced.

The Coordinator of the Bilingual Authorization Program will lead and manage the certification program, coordinating it with the Multiple Subject and Single Subject credential programs, at all three campuses, and will teach in the program. The coordinator will work with Teacher Education staff to develop partnerships with local schools and collaborate with educational leaders throughout the Central Valley. The coordinator will work with the Office of Clinical Practice to develop student teaching placements in bilingual educational settings, with a particular interest in placements in dual language programs and schools.

Essential Functions

Culture:

- Be in agreement with the university's Confession of Faith, found [here](#), have a personal commitment to Jesus Christ as Savior and Lord, be active in the life of the church, and live a life consistent with a commitment to the Lordship of Christ.
- Embrace the mission, vision, and values of Fresno Pacific University.
- Be Christ-centered in all areas while working with staff, faculty, students, and or any person or organization in the course of representing the University.
- All FPU employees are called to exercise the gifts and calling of God through their daily life and role here at FPU. As ministers to students and other employees in daily life, FPU employees seek to embody the ideals laid out in the FPU Idea.
- A steadfast commitment to the "The Fresno Pacific University Idea" and agreement to support its ideals and practices while employed by the University.

Role:

- Work with Multiple Subjects and Single Subject Credential Program Directors to implement authorization courses within and alongside credential courses;
- Investigate the possibility of adding a Special Education pathway for the Bilingual Authorization, and guiding this through CTC approval;
- Consult with local school districts and Office of Clinical Practice in the School of Education to identify appropriate student teacher placements in bilingual settings, including Dual Immersion programs and schools;
- Develop partnerships with districts with a goal of establishing embedded program cohorts;
- Coordinate multiple pathways to complete the authorization including pathways for pre-service teacher candidates and for in-service teachers;
- Work with Traditional Undergraduate Spanish program to develop third pathway through undergraduate major;
- Recruit, onboard, support and evaluate faculty teaching for program courses;
- Teach courses and mentor student teachers and interns who are pursuing the BILA.
- Collaborate with Multiple Subjects and Single Subject Program Directors to admit and advise students;
- Develop, administer, and maintain the Language Verification requirement that all candidates for the BILA be tested both orally and in writing for the language competence. This includes test administration, recording, and reporting of this data;
- Manage all aspects of the credential program, including, but not limited to:
 1. Working with other Program Directors to schedule courses;
 2. Organizing and facilitating outreach events;
 3. Organizing and facilitating all program events;

- 4. Completing all program assessments as required by the divisional leadership;
- 5. Developing and maintaining the program's website;
- 6. Managing student difficulties in a collaborative approach.
- Participate in professional development opportunities offered by Bilingual Education educators and Teacher Education professionals.

Qualifications

Required:

- Master's degree in education or related field;
- Credentials and authorizations: Current Multiple or Single Subject teaching credential; California Bilingual Authorization or Bilingual, Cross-cultural, Language, and Academic Development (BCLAD) certificate, or equivalent certification;
- Bilingual and biliterate in English and Spanish, preferably at the ACTFL Superior level;
- Five years of classroom teaching experience in foreign or second language or bilingual settings; experience in reading instruction in multiple languages;
- Academic expertise in: first and second language acquisition; literacy education; bilingualism, biliteracy, and bilingual education; bilingual methodology; culturally-responsive pedagogy.
- Experience administering and assessing schools or programs, preferably in a bilingual setting;
- Experience hiring, training and evaluating bilingual teachers;
- Knowledge of types of bilingual programs and models of bilingual education;
- Know and use ACTFL-based language proficiency tools for the oral and written language assessment of candidates;
- Record or promise of scholarly achievement; and
- Commitment to the Christian faith and the University's mission of Christ-centered teaching and learning and involvement in a local church.

Preferred:

- Terminal degree (Ed.D. or Ph.D.) in education or related field;
- Familiarity with, and/or experience working in, the field of teacher education;
- Experience working with adults or adult learners;
- Leadership experience in bilingual educational settings;
- Teaching experience in dual or two-way language classrooms;
- Experience teaching online or with technology;
- Membership in a Mennonite Brethren or Anabaptist congregation.

University Information

Required Documents:

- Cover Letter
- Curriculum Vitae
- Personal Statements: brief statement (1 page or less) on each of the following topics:

1. Philosophy of Education

2. Relationship & Commitment to Jesus Christ and the Church
3. Relating Christian faith to discipline and teaching
4. Diversity Rationale

- Transcripts (showing highest degree earned)
- 2 Letters of Recommendation
- Pastoral Letter

1. This person should have extensive knowledge of your Christian life and relationship with Jesus Christ. This knowledge should be expressed in the letter.

UNIVERSITY DESCRIPTION

Fresno Pacific University is the only accredited Christian university founded in the Central Valley. FPU connects every student's untapped potential with unlimited opportunity for professional, personal and ethical growth. FPU offers undergraduate, graduate and seminary programs that stress solid academic preparation and a strong ethical foundation to more than 3,500 traditional and adult students on the main campus in southeast Fresno and regional campuses in North Fresno, Visalia, Bakersfield and Merced as well as online. The university also reaches about 8,000 students through professional development studies. FPU has the highest four-year graduation rate of any Central Valley college or university, and is a Hispanic Serving Institution, with a Hispanic student population of 47 percent. FPU is accredited by the Western Association of Schools and Colleges and ranked in the top tier among western universities—master's category by U.S. News & World Report. Both U.S. News and Washington Monthly include FPU on their "Best Value" and "Best Bang for the Buck" lists, U.S. News places it at number 13 in its category for student social mobility and Money has ranked it at number 11 among 50 Best Colleges for Transfer Students. FPU is affiliated with the Mennonite Brethren Church, and all employees express a personal Christian commitment and support the Christian mission of the university. A description of the unique quality of FPU as an academic community can be found in the Fresno Pacific Idea at fresno.edu/about/fpu_idea.

Environmental Conditions:

- Indoors in a normal office environment with little exposure to excessive noise, dust, fumes, vibrations, and temperature changes at least eighty percent (80%) of the time.
- Frequent computer use at a workstation, up to eight hours per day.
- Frequently work at a fast pace with unscheduled interruptions.
- Drive personal or University vehicles to appointments.

- Public contact position requiring professional apparel, personal hygiene, and grooming.

Physical Demands:

- This position typically functions indoors in an office environment with light to moderate noise associated with business office equipment. The position may involve travel for meetings and events.
- While performing the duties of this job, the employee is regularly required to: remain in a stationary position 80 % of the time, be able to move about inside the office to access file cabinets/office machinery etc., operate a computer and keyboard and other office productivity machinery such as calculators/copy machines/printers. The employee is occasionally required to position self to reach items on the floor and in high cabinetry.
- The employee must regularly lift and/or move up to 10 pounds and occasionally lift and/or move up to 40 pounds. Employee must be able to communicate with others to exchange information including both over the telephone and in-person communication with callers and community members and be able to read a computer screen and paper documents.
- Reasonable accommodations for those with disabilities will be provided in accordance with law.

Reserving its rights as a religious institution, Fresno Pacific University is an equal employment opportunity employer and does not discriminate on the basis of race, color, national origin, ethnicity, sex, age or disability, or other classes protected by applicable law. Committed to excellence and actively supportive of cultural diversity, FPU invites individuals who contribute to such diversity to apply. If you need assistance or an accommodation due to a disability, you should contact FPU's Human Resources Department at hr@fresno.edu. As a religious institution, the University will administer the equal opportunity employment policy consistent with the Fresno Pacific University statement of faith, the FPU Idea and the University's governance by the Pacific District Conference of Mennonite Brethren Churches.