

UNIVERSITY OF COLORADO AT COLORADO SPRINGS
Job Description

Director
Daegu English Village
College of Education

The Director will work at the University of Colorado at Colorado Springs.

Nature of Work

The University of Colorado at Colorado Springs, in partnership with Yeungjin College in Daegu, Korea, is seeking a director for the Daegu English Village project in Korea. This is a unique opportunity for a highly qualified, talented and accepting person to lead a new type of English language training environment. Grounded in classroom, academic and cognitive oral language acquisition, as well as situational and experiential knowledge, the successful candidate will enjoy significant creativity, vitality, knowledge, and desire challenges.

A sole contractor partnership has been established between Yeungjin College and the UCCS College of Education. The objectives for the partnership are: 1) to cultivate and develop a global learning environment for the 21st century, and 2) to establish a community which provides English language acquisition for South Korean citizens of all ages in an experiential learning environment.

The English Village project provides five (5) different and unique courses and environmental settings in which participants ranging in age from Kindergarten to adult will experience English language and culture. Both weekday and weekend formats for learning are incorporated into this unique setting, allowing currently enrolled school children as well as families and workers to participate in intensive English programs. This is a year-round program located in Korea, outside of the thriving and modern city of Daegu in South Korea.

The Director will be employed by and work at the University of Colorado at Colorado Springs. It is expected that the Director will make several trips annually to Korea. Knowledge of the Korean language is neither expected nor required; however, a deep respect for the Korean culture is expected.

Supervision Received

This position is supervised by the Dean of the College of Education.

Duties and Responsibilities

- Monitor the Daegu English Village curriculum design and development. Work with the UCCS Dean of the College of Education to make changes to the curriculum in response to teacher feedback and requests from Korean administrators at Yeungjin College.
- Provide oversight of the Daegu English Village contract budget and expenditures.
- Supervise the Daegu English Village Coordinator located at UCCS.
- Maintain frequent communications with the Onsite Director located in Daegu.

- Recruitment for the Onsite Director's position as necessary.
- Teachers and the Onsite Director hired into the program will not be employees of the University of Colorado. However, this position will work with the Onsite Director in Daegu to make the following personnel decisions:
 - Recruit 10 lead (Level II) teachers, ten Level I teachers, and one instructor to be designated as "Lead Coordinator." All of these teacher recruits will be employees of Yeungjin College at the Daegu English Village. All teachers must be native-English speakers from the United States and hold a Bachelor's degree in an education-related field.
 - Perform teacher evaluations two times per year.
 - Secure additional teachers as needed based on enrollment and program additions.
- Through year-round recruitment, ensure that an adequate teacher pool for positions in Daegu is available and appropriate utilizing hiring criteria established by the College of Education (COE).
- Schedule teachers to work in Daegu for each of the sessions year-round. The village is expected to begin operations in August of 2007. The village will offer two programs; English as a Second Language for Adults Program (ESL) and ESL for Younger Learners Program. Programs will consist of 24 intensive-class hours per week and six situational class hours per week. Additional programs include a Mandatory Metropolitan City English Program, the Weekend Family Experience program, the Children's Creativity Development program, and the situational curricula.
- Develop protocols and implement plans for 10 student teachers from the COE to complete their practicum experiences at the Daegu English Village on a yearly basis.
- Direct the retention of program completion and certificate issuance records as transmitted from the Daegu English Village.
- Work with the Yeungjin administrative team to ensure materials and supplies as needed by teachers for academic activities.
- Collaborate with Yeungjin officials to develop an American Cultural Museum on the campus of the Daegu English Village.
- Communicate with Yeungjin team to ensure smooth operation of village in accordance with the contract.
- Design and develop contractual arrangements with COE Extended Studies program and UCCS Sponsored Programs to implement a one-week English language summer program for Yeungjin College students at UCCS.

Knowledge, Skills, and Abilities

- Position must have the ability to work collaboratively with international colleagues.
- Ability to relate to other cultures.
- Excellent oral and written communication skills.
- Ability to create and deliver presentations.

Minimum Requirements

- A Master's degree in school academic related area, preferably Curriculum and Instruction or Leadership, with an endorsement or degree in TESOL, ELL, ESL, EFL, Bilingual Education or closely related academic field. *Significant* experience in another culture and language may substitute for this requirement.

- Five years teaching experience.
- Hold a teaching credential or be eligible to obtain a teaching credential in Colorado.
- Demonstrated commitment to diverse linguistic and cultural education settings.
- Willingness to travel overseas with frequency.
- Willingness to work summers.
- Demonstrated knowledge of federal grant processes, budgeting, and reporting.
- Demonstrated knowledge and experience with online teaching.

Preferred Experience/Qualifications

- Ph.D. in related field.
- Knowledge of methods for recruiting recent university graduates into ESL teaching positions.
- Knowledge of Total Physical Response (TPR) methodology.
- Three or more years experience in program administration in a closely related program.
- Previous experience working in a post-secondary setting.

Salary Range

Commensurate with experiences and duties.

Funding Source

This position is funded exclusively with sponsored program funds. Contact end date is December 31, 2012.

Department Information

The College of Education (COE) teacher education and graduate programs adhere to research-based instruction and incorporate culturally responsive teaching and counseling tenets. Though these programs, our students are well prepared to serve as skilled practitioners in classroom, administrative, and human service environments.