



Bethune-Cookman University
Daytona Beach, FL 32114

JOB ANNOUNCEMENT

Bethune –Cookman University invites applications and recommendations for the position of Associate Vice President for Assessment. Qualified applicants should submit a letter of application, curriculum vitae, official transcripts, and three letters of recommendation.

Job Title: Associate Vice President for Assessment

Sector: The Office of Academic Affairs

Salary: Negotiable

Job Duties: The Associate Vice President organizes, plans, and directs the assessment of instructional processes and institutional outcomes, and provides leadership to build and sustain a campus-wide environment of inquiry and a culture of assessment.

The Associate Vice President will work closely with faculty, staff and administration to develop and implement comprehensive programs of academic assessment designed to meet both institutional strategic goals and accreditation standards and participate in professional development activities to remain abreast of current developments and best practices in assessment and external accreditation.

Qualifications: Graduation from an accredited college with a Master's degree and three years of professional experience in an institution of higher education required. Professional experience in academic and/or institutional assessment preferred. An earned doctorate is also preferred and may be substituted for two years of the required experience. Excellent written and oral communication skills are essential.

Submission of Materials: All materials should be to Bethune-Cookman University, Office of Human Resources, 640 Dr. Mary McLeod Bethune Blvd., Daytona Beach, FL 32114, (386) 481-2000.

Posted January 2010. Position is open until filled.

