

Position Title: Director of Faculty (full time position) – CEFAM – May 2021

School:

CEFAM: over 35 years 'experience in Education in France and in the United States.

CEFAM was founded to respond to the growing internationalization of markets and companies. CEFAM is the only school that allows all of its students to study in the USA and obtain a degree from a prestigious AACSB accredited, American university.

Two main choices contributed to establishing CEFAM's primary focus:

1/ Spending part of the program in France before continuing in one of CEFAM's affiliated universities while simultaneously earning **two degrees** (BBA/MBA from the American university and the "Titre" CEFAM: "Manager des Organisations à l'international" ,Niveau 1 (bac+5).

2/ Teaching the entire program in English, starting the first year, thanks to an international faculty

Job Description:

The Director of Faculty provides vision and oversight for all forms of faculty development.

Responsibilities & tasks:

MANAGEMENT

Managing a team of 25 professors including recruitment, performance evaluation and professional development.

Provides leadership in faculty development by designing, implementing, and assessing a comprehensive program of faculty development to assist faculty at all career stages.

Plans, develops, and manages faculty initiatives incorporating the latest research in teaching and learning.

Enhances individual teaching effectiveness by consulting with individual faculty to facilitate growth in appropriate pedagogy, curriculum design, and assessment of student learning.

Provides classroom observation and feedback about teaching when requested.

Schedule faculty meetings

Disseminate information about current research and best practices in teaching and learning

Coordinate the New Faculty Orientation at the start of each semester

TEACHING

Business classes TBD

PEDAGOGY

Contributory to the pedagogical development of the school. Maintaining oversight on the content of all courses and the requirements of CEFAM's accreditation and partner universities.

Participate to the development of short and long-term programs.

Staying up to date on the latest technological development in teaching & learning as well as job market demands for graduates.

SERVICE

Participation in CEFAM Entrance juries and internship juries, students fairs (promotion of the school).

Participate to international conferences + manage the ERASMUS mobility for faculty

Qualifications:

Candidates must hold a doctoral degree in Business (or at least a MBA degree) and 5 years of experience in higher education.

Knowledge and skills:

- Ability to manage
- Ability to think creatively and put ideas into actions
- Strong interpersonal skills, organizational skills
- Effective oral and written communication
- Problem solving and critical thinking skills
- Ability to understand the missions, goals and objectives of CEFAM

Applicants must submit an application (resume + cover letter) to:

CEFAM

Karine CHAUX

47, rue Sergent Michel Berthet

CP 606

69258 LYON Cedex 09

Email : karine.chaux@cefam.fr