



DEPARTMENT OF SPECIAL EDUCATION
GRADUATE COLLEGE OF EDUCATION

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**Department of Special Education
Graduate College of Education
San Francisco State University
Position Description**

Position title: Assistant Professor position in Department of Special Education

Start date: August, 2020

Position Summary: The position is in the Department of Special Education at San Francisco State University with an emphasis in Extensive Support Needs (i.e., moderate to severe disabilities).

The Department of Special Education is a large and comprehensive unit with 10 tenure-track faculty and serves approximately 500 students. The department offers a range of undergraduate, credential, graduate certificate, and degree programs in Special Education. Faculty provide leadership, scholarship, and training across the following programs:

- Special Education Undergraduate Minor
- Intern and Preliminary Education Specialist credentials in Early Childhood Special Education, Mild/Moderate Support Needs, Extensive Support Needs, Visual Impairment
- Clinical Rehabilitative Services credential in Orientation and Mobility
- MA in Special Education
- Graduate Certificates offered in Inclusive Early Childhood Practices and Autism Spectrum
- Ph.D. in Special Education (Joint Doctoral Program with the School of Education at the University of California, Berkeley)

The position is focused on the extensive commitment to and knowledge of promoting the education of students with extensive support needs and their families. This includes a commitment to equity and social justice for all students with disabilities and the preparation of personnel to assume a variety of positions within schools as teachers, leaders, advocates, team members, and program managers. The position emphasizes inclusive education and culturally responsive teaching, positive behavior interventions and supports, strategies to promote self-determination, and development of standards-based academic curricula for students with extensive support needs using an ecological curricular approach.

SF State, a large urban university, is part of the 23-campus California State University system serving a diverse student body in liberal arts, sciences, and professional programs. The mission of the University is to create an environment for learning that promotes an appreciation of scholarship, freedom, and human diversity; fosters excellence in instruction and intellectual accomplishment; and provides broadly accessible higher education.

The position includes a full-time faculty workload per the Collective Bargaining Agreement between the California State University and the California Faculty Association. The workload primarily includes teaching or other agreed upon primary assignment; conducting an active ongoing program of scholarship or creative works that advances knowledge in the field of one's specialty; and service contributions to the department, college and the university.

The teaching assignments will be in undergraduate and graduate courses in Extensive Support Needs and the Special Education Minor programs. The scholarship may address a range of topics in the areas of inclusive education, quality education for students with extensive support needs, positive behavior supports, alternative/augmentative communication, family-school partnerships in special education, and systems change.

Additional responsibilities include, but are not limited to, productive participation on departmental, college, and university-wide committees; mentoring and advising undergraduate and/or graduate students; holding regular office hours; curriculum development and improvement, particularly with regard to student learning outcomes; and remaining current in both subject area and teaching methodologies.

Essential Job Tasks:

- Teach undergraduate hybrid and face-to-face courses in special education, including foundation courses and courses in inclusive education;
- Facilitate student success through teaching and advising with a focus on inclusive pedagogy;
- Teach graduate courses in special education, including courses in intervention methods for the full range of students with extensive support needs;
- Plan, evaluate and revise curricula, course content, course materials, and methods of instruction;
- Develop course materials for undergraduate and/or graduate students on topics such as the social model of disability, school-wide transformation models for inclusion of all students, Universal Design for Learning, societal and global perspectives on inclusion, collaborative models, empowerment of people with disabilities and their families, curricula and instruction for students with extensive support needs, augmentative and alternative communication, social and positive behavior supports for students with extensive support needs, ability awareness and paraprofessional training;

- Develop and maintain collaborative relationships with community organizations for people with disabilities and with local educational agencies to create service learning and intern opportunities for undergraduate and graduate students;
- Hold regularly scheduled office hours for the purpose of advising and assisting students;
- Evaluate and grade students' class work, assignments, papers, etc. in a timely manner;
- Compile, administer, and grade examinations or other learning assessments;
- Maintain student grades and other required records or reporting materials;
- Supervise student fieldwork and student teaching experiences;
- Mentor and advise students in undergraduate and graduate programs, including doctoral students;
- Conduct research in one's field of interest and present findings in peer-reviewed journals, books, and professional conferences;
- Remain current in both research and evidence-based teaching methodologies;
- Provide effective leadership in procuring and managing research and personnel preparation grants;
- Coordinate projects and academic program development with other related disciplines and units within the college and university;
- Recruit and mentor undergraduate and graduate students including those from diverse linguistic and cultural backgrounds;
- Actively participate on assigned committees in accordance with Department of Special Education or College needs, and SF State's strategic vision;
- Actively participate in collegial interactions in fulfilling service assignments and other duties at the department, college, and university level; and
- Additional duties as assigned