



**SAN FRANCISCO
STATE UNIVERSITY**

**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 Visual Impairment.

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 Visual Impairment, Early Childhood Special Education, Mild/Moderate Support Needs, Extensive Support Needs,
- 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 extensive knowledge of evidence-based practices for applying instructional principles to support students with visual impairments related to the expanded core curriculum. This includes a commitment to equity and social justice for all students with disabilities, and the preparation to prepare personnel to assume a variety of positions within early childhood settings, elementary and secondary schools, institutions of higher education, and agencies as teachers, leaders, advocates, and program managers. The position emphasizes access to technology, implications of visual impairment on development, comprehensive assessment methods, instructional methods, and alternative literacy formats including literary and math/scientific braille and tactile formats.

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 Visual Impairment. The scholarship may address a range of topics in the areas of braille literacy, assessment, cultural diversity in special education, STEAM, neurologically-based visual impairments, early intervention, or multiple disabilities including deafblindness or autism.

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:

- Facilitate student success through teaching and advising with a focus on inclusive pedagogy;
- Prepare multimedia course materials that meet current accessibility standards, such as accessibly formatted syllabi, lecture and discussion materials, readings and assignments, assessments, and learning resources that include accessible images and video;
- Prepare and deliver interactive lectures to undergraduate and graduate students on topics related to Visual Impairments via synchronous instruction (such as on Zoom) and in-person;
- Initiate, moderate, and facilitate classroom discussions online and in-person
- Evaluate and grade students' class work, assignments, papers, etc. in a timely manner;
- Compile, administer, and grade examinations or other learning assessments that take advantage of traditional and online tools;
- Maintain student grades and other required records or reporting materials;
- Provide in-person and remote mentorship and supervision of fieldwork, student teachers, and intern candidates; recruit and coordinate adjunct supervisors as needed;
- Conduct research in one's field of interest and present findings in peer-reviewed journals, books, or professional conferences;
- Stay current on developments in the discipline by reading new literature, collaborating with colleagues in VI and other related areas of academia, and participating in professional conferences;

- Plan, evaluate and revise curricula, course content, course materials, and methods of instruction to ensure alignment with current needs of the field;
- Hold regularly-scheduled office hours to advise and assist students;
- Mentor and advise students in undergraduate and graduate programs, including doctoral students;
- 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.
- Additional duties as assigned