

DATE:	January 2013
TITLE/RANK	Director, Center for Research and Evaluation on Education and Human Services
DEPARTMENT	College of Education and Human Services
DESCRIPTION	<p>Montclair State University is seeking senior-level applicants for the position of Director of the Center for Research and Evaluation on Education and Human Services (CREEHS). The mission of CREEHS is to conduct state-of-the-art evaluation and applied research, to produce usable knowledge in education and human services, and to contribute to public policy that addresses the most pressing issues in education and human services. CREEHS gives special attention to education and human services in New Jersey, but its work is national in scope. The Director reports to the Dean of the College of Education and Human Services (CEHS) and is responsible for developing, overseeing, and guiding the day-to-day operations and activities of the Center. Specific responsibilities include securing funding for evaluation and research work in the fields represented in CEHS; creating and sustaining a management system and infrastructure to ensure the fiscal viability of the Center; providing leadership in developing structures, processes, and policies for CREEHS; managing activities, personnel, and budgets of CREEHS projects; building relationships and partnerships with existing and potential community partners; managing individual projects (e.g., creating work plans and budgets, designing instruments, collecting and analyzing data, reporting findings); and providing technical assistance on evaluation and research for faculty, external partners, and students.</p>
QUALIFICATIONS	<p>The position requires creative and dynamic leadership as well as sound decision-making, organizational, and supervisory skills. Candidates must have a record of success in writing proposals and managing evaluation and/or research projects, personnel, and budgets; experience managing grant-funded projects; ability to present evaluation and research results in high-quality reports; experience working with educational institutions, government agencies, health-related agencies, community organizations, and/or human services agencies; a doctorate in a field in or related to education and/or human services; and excellent written, oral, and interpersonal skills. Candidates must also demonstrate the ability to work collaboratively with a wide variety of participants in the Center's work, including faculty and graduate students from across the university, personnel in school districts and agencies outside the university, and researchers. They must be able to work effectively with culturally diverse populations. A record of scholarly publications is preferred.</p>
SALARY RANGE	Salary competitive and dependent upon qualifications.
STARTING DATE	Open
SEND (Include V Number)	<p>Send <u>application letter</u>, <u>resume</u>, and <u>three letters of reference</u> to: Tina Seaboch <a href="mailto:seabocht@mail.montclair.edu">seabocht@mail.montclair.edu</a> --OR-- Montclair State University BOX C316 V- F752 Montclair, NJ 07043</p>
APPLY BY	Review begins immediately and continues until position is filled.

**Organizational Marketing Statement:**

With a proud history and a vibrant future, Montclair State University is one of New Jersey's most diverse and dynamic institutions of higher education.

Located 14 miles west of New York City on a 246-acre campus which boasts modern, state-of-the-art facilities complemented by green spaces, public plazas, and early twentieth-century architecture, the University offers a comprehensive undergraduate curriculum with a global focus; a broad variety of superior graduate programs through the doctoral level; and a talented and diverse faculty and student body.

The University's six colleges and schools offer more than 300 undergraduate and graduate majors, minors, concentrations, and certificate programs, and with more than 120 student organizations and 17 varsity sports for men and women, Montclair State offers students the total college experience.

**EEO/AA Statement:** Montclair State University is an Equal Opportunity / Affirmative Action institution with a strong commitment to diversity. Additional information can be found on the MSU website at <http://www.montclair.edu>.

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION INSTITUTION