POSITION AVAILABLE: The Education Specialist Mild/Moderate and Moderate/Severe Disabilities Credential Programs in the department of Educational Psychology are accepting applications for the position of Fieldwork Supervisor. Individuals with special education licensure and k-12 experience are encouraged to apply.

The program is two years in length and culminates in the recommendation for the Preliminary Education Specialist Credential and the Master’s Degree in Special Education. Candidates in the Education Specialist Program complete fieldwork and coursework concurrently over the course of the two-year program. The fieldwork experiences increase from three days a week to full-time student teaching.

RESPONSIBILITIES OF THE POSITION:
• Travel to teaching sites in Alameda and/or Contra Costa Counties.
• Contact with the candidate, cooperating teacher and the site administrator to schedule the first visit.
• Observe and provide feedback to the candidate during classroom and/or service delivery visits (approximately 1 - 1 ½ hours per visit); a minimum of 6 times for student teachers and 8 times for interns. An additional two visits are required for those candidates requiring ELD authorization.
• Observations may include direct instruction, co-teaching/teaching in general education, assessing students, IEP meetings, consulting/collaborating, and managing support personnel.
• Complete observation and conference records and provide the candidate with immediate and constructive suggestions.
• Complete additional contacts such as conferences related to co-teaching, conferencing about a candidate-identified topic, preparing an IEP, preparing an IEP meeting, demonstrating instruction, and modeling research-based instructional practices.
• Meet with the school site administrator at the end of each semester to present the candidate’s progress towards meeting the Teacher Performance Expectations.
• Be available to the candidate for support and assistance between site visits.
• Provide information regarding candidates to the program coordinator as requested.
• Attend CSU East Bay fieldwork supervisor trainings and meetings.

RANK AND SALARY: Dependent upon educational preparation and experience.

DATE OF APPOINTMENT: Fall semester begins August 17, 2018; Spring semester begins January 22, 2019.

MINIMUM QUALIFICATIONS:
• California clear credential in Mild/Moderate or Moderate/Severe or the equivalent with authorizations in CLAD/English Learner and Autism Spectrum Disorders.
• Minimum of 3 years K-12 Special Education teaching experience.
• Successful experience mentoring/coaching/collaborating with teachers in their first 5 years of Teaching.
• Knowledge of the field of special education legislation, mandates and practices.
• Knowledge of research-based practices for instruction, assessment and supporting positive behavior.
• Effective oral and written communication skills.
• Strong listening and interpersonal skills.
• Use of technology (e.g., Blackboard, email).
PREFERRED:
• Master’s Degree in Special Education or related field.
• Experience working with adult learners.

APPLICATION DEADLINE: Position will remain open until filled.

HOW TO APPLY: Please submit Application Materials by email to Dr. Linda Smetana, Professor, Department of Educational Psychology, at Linda.Smetana@csueastbay.edu

APPLICATION MATERIALS:
• A letter of application, which addresses the qualifications noted in this position announcement
• A complete and current vita
• A completed and signed [CSU academic application form]
• Contact information for three professional references.
• Scanned copies of post-bac transcripts.

HIRING REQUIREMENTS: Upon hire, candidates will be asked to:
• Provide three letters of professional recommendation, emailed by the authors directly to the Department.
• Request an official transcript of their highest degree, to be sent by the conferring institution directly to the Department.
• Clear a background check.

NOTE: California State University, East Bay hires only individuals lawfully authorized to work in the United States. All offers of employment are contingent upon presentation of documents demonstrating the appointee’s identity and eligibility to work in accordance with provisions of the Immigration Reform and Control Act. A background check (including a criminal records check and prior employment verification) must be completed and cleared prior to the start of employment.

EQUAL OPPORTUNITY EMPLOYER: CSUEB does not discriminate on the basis of any protected categories: age, ancestry, citizenship, color, disability, gender, immigration status, marital status, national origin, race, religion, sexual orientation, or veteran’s status. The University is committed to the principles of diversity in employment and to creating a stimulating learning environment for its diverse student body.