Teaching & Learning Innovation
CIRTL Institutional Leader
Job Description

The University of Tennessee is a member of the Center for the Integration of Research, Teaching and Learning (CIRTL). CIRTL’s mission is to engage and enhance excellence in undergraduate education in STEM by developing an international faculty committed to implementing and advancing evidence-based teaching practices for diverse leaders. CIRTL accomplishes its mission by equipping graduate students with the knowledge and skills to implement and advance effective teaching practices for diverse student audiences as part of successful professional careers. The University of Tennessee has added over 400 members to the CIRTL Network since joining in 2016, and offers its programs to graduate students of all disciplines. For more about CIRTL, please visit, cirtl.net.

The UT CIRTL Institutional Leader role is a secondary appointment, open to all faculty at the University of Tennessee, Knoxville. This individual will report to TLI’s Director of Faculty Development and CIRTL Administrative Co-Leader, and will work collaboratively with TLI’s Postdoctoral Scholar for Developing Future Faculty. The appointment begins July 1, 2021 and is complete on June 30, 2022.

Overview of Primary Responsibilities

1. Co-Facilitate CIRTL Advisory Board meetings with the Postdoctoral Scholar for Developing Future Faculty.
2. Develop, in collaboration with the Postdoctoral Scholar for Developing Future Faculty and the Administrative Co-Leader of UT CIRTL, programming for the 2021-2022 Academic Year.
3. Identify and develop with the CIRTL Administrative Co-Leader a course, workshop, or event to offer to CIRTL Central as UT’s in-kind contribution.
4. Facilitate CIRTL workshops, seminars, and other programming, as needed and/or assigned.
5. Attend (if scheduling and funding permits) both the fall 2021 and spring 2022 CIRTL member meetings.
6. Collaborate on all CIRTL related projects within the department as needed and/or assigned.
7. Attend CIRTL Network monthly network and administrative meetings.
8. Attend relevant TLI staff meetings as needed.
Remuneration Information

This appointment is in addition to existing primary responsibilities for a faculty member, and is paid on a monthly basis as additional pay above the normal salary at a rate of $1,000.00 per month for a total amount of $12,000.

Submission Requirements

- Applicants should submit a copy of their CV and a letter (1-2 pages) describing their qualifications and interests for the position.
- Secondary faculty appointments are at the discretion of the primary department head. Therefore, an official signed statement must be included.
- Submission materials must be received by **5:00pm on Monday, April 26, 2021** for full consideration, and must be emailed to Wes Romeiser, TLI’s Administrative Specialist, at wromeise@utk.edu.
- If selected, applicants will be contacted via email to schedule an interview via Zoom.