

San José State University Student Conduct and Ethical Development Faculty Fellow Position Description

0.2 Compensated Release Time /8 hours per week
Application for 2018-2019

Applications due Thursday, March 29th

Please email applications to jed.soliven@sjsu.edu

Student Conduct and Ethical Development is seeking a faculty fellow who is interested in partnering with the Office of Student Conduct and Ethical Development to address alleged violations of the Student Conduct Code or the Organizational Conduct Code. The Faculty Fellow serves in a vital role facilitating initiatives, programs, and/or research and assessment for the Office of Student Conduct and Ethical Development. The Faculty Fellow position will assist with outreach and prevention efforts including developing and leading workshops, sanctions, and educational conversations with students. Additionally, the faculty fellow will help develop educational materials and workshops for student, faculty, and staff related to behavioral issues that arise in the classroom, in offices, or around campus.

To support the mission of Student Conduct & Ethical development, and the Division of Student Affairs, the Faculty Fellows may develop and facilitate workshops; discussion groups; assist with assessment; assist with the conduct process, and/or assist with the implementation of initiatives that will support student success through decision making, conflict resolution, mediation, and many other life skills.

Responsibilities

Reporting to the Director of Student Conduct & Ethical Development, the Faculty Fellow will develop educational sanctions, workshops, and outreach for the Office of Student Conduct & Ethical Development, assist with the conduct process, and /or the office's assessment efforts. These responsibilities support and promote critical thinking in students about behaviors that both enhance and harm the University and the surrounding community. Additionally, depending on the faculty member's areas of expertise, the faculty fellow may also have the opportunity to assist with web design, serve as a resource for students and faculty, and assist with conversations surrounding alleged academic integrity violations or behavioral violations of the Student Conduct Code and the Student Organization Code of Conduct.

Application Materials & Supplemental Questions

Please submit a Curriculum Vitae, Cover Letter, and responses to the below supplemental questions to jed.soliven@sjsu.edu by **5:00 PM on March 29th**. (Applications may also be turned into Administration Building Room 269. Eligibility: must be a faculty member or lecturer at SJSU.

Supplemental Questions:

1. Please describe your interest in the Faculty Fellow position in Student Conduct & Ethical Development and how your background and professional experiences have prepared you for this position.
2. How do you see Student Conduct & Ethical Development contributing to student success?
3. Student Conduct & Ethical Development would like to increase its outreach and prevention efforts, how do you see the faculty fellow position contributing to these efforts?