



# UNIVERSITY OF DALLAS

Classical Education Advisor

Job Number: 6175UD

**Braniff Graduate School of Liberal Arts**

Date Posted: December 14, 2018

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## WHO WE ARE

The University of Dallas is a private university that leads in academics and has been consistently ranked as one of the top regional universities in the country, holding a place on both U.S. News & World Report's list of the top 10 Catholic colleges in the West and Forbes' Best Value Colleges. We thrive on professional development, a family-oriented environment, our rich traditions and exceptional employee benefits.

## JOB DESCRIPTION

UD is currently seeking a Classical Education Advisor who will be responsible for advising faculty involved in the Humanities with Classical Education program as well as in the Education Department on the context, content and practices current among K–12 educators. Advises faculty on curricular design, pedagogy, and K–12 teacher formation. Designs relevant onsite and online courses, curricula and textbooks, and conducts on-site teacher training for partner schools.

## PRIMARY RESPONSIBILITIES

- Advise faculty involved in the Humanities with Classical Education program as well as in the Education Department on the context, content and practices of K–12 educators, including, but not limited to, teachers in public and private schools as well as homeschoolers who work in the “classical” educational environment
- Advise and assist faculty with curricular design, pedagogy, and K–12 teacher formation in the “classical” environment, including best practices and ways of harmonizing those best practices with any relevant state requirements
- Design curricula and textbooks.
- Conduct on-site teacher training.
- Contribute to course design and development, including online.
- Assist in networking, negotiating inter-institutional partnerships, recruitment, fundraising, and other promotional initiatives conducted by the Assistant Dean.
- Generate and maintain data and reports related to networking, fundraising, recruitment, and training.



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- Enhance the visibility of the Braniff Graduate School by coordinating with the Advancement Office, Marketing and Communications, and other offices at the University.
- Assist in all additional activities necessary to support Classical Education programming (e.g., running teacher symposia).

## MINIMUM REQUIREMENTS

High School Diploma/GED. Experience teaching, designing curricula that meet state standards (preferably TEKS), and conducting teacher training in the “classical” educational environment required.

## ADDITIONAL INFORMATION

The work may include travel and irregular work hours; driver’s license and favorable driving record required.

## BENEFITS

UD provides competitive pay and benefits, including eligibility to participate in medical, dental, life and disability insurance; employee events; a health and wellness program; a free fitness center; competitive leave programs; free tuition for employees and their families; and matching retirement plan contributions.

If this sounds like the job for you, apply online at: <https://hr.udallas.edu/apply/>

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