



International Affairs – Education Abroad

November 10, 2021

ALL SENATE FACULTY MEMBERS AT UC RIVERSIDE

SUBJECT: Campus Interim Faculty Director for Education Abroad

Applications are invited from senate faculty interested in serving as the Interim Campus Faculty Director of the Education Abroad, UC Riverside Office. This position (Title Code: 900, Director) starts on January 1, 2022 and ends on December 31, 2022, with an expected percentage of effort at 10%.

The Faculty Director plays an important role in promoting our international education programs, which includes UC Education Abroad Programs (UCEAP), Opportunities Abroad Programs (OAP), and Faculty-led Education Abroad Programs (FLEAP). The Faculty Director guides academic matters, engage in special projects and campus outreach and assist students in achieving their goals of studying abroad. As we are redefining the position and its roles, the applicant is expected to be flexible and creative to suggest and explore different ideas.

Position Information:

Education Abroad, UC Riverside is the academic support unit within International Affairs responsible for outreach and student advising for study, volunteer, research, internship, and other educational opportunities abroad. Education Abroad has been providing advice and information to students about study abroad since UC Riverside began sending students on UC Education Abroad Programs (UCEAP) in the 1960s. Education Abroad has decades of experience assisting students to find other education abroad opportunities that fit their needs through Opportunities Abroad Programs (OAP) and faculty-led program development. Education Abroad reaches out to all UC Riverside students in all majors and at all levels. Staff members in education Abroad collaborate with academic departments to determine the best programs abroad for each major, thereby integrating education abroad into the major. They also select and orient all students going abroad and provide reintegration support and programming for over 400+ returnees annually.

The ideal Interim Faculty Director will have previous academic engagement experience working with academic advising staff and with undergraduate students at UC Riverside and will have established connections and relationships with faculty in divisions other than their own. The Interim Faculty Director will be motivated by working with a highly passionate team of advisors towards the goals of making study abroad opportunities accessible for all students at UC Riverside.

During the one-year appointment, the Interim Faculty Director will work closely with the EA team and is an ex-officio member of the Academic Senate Committee on International Education (CIE). He/she will work closely with the Assistant Provost for Strategic Initiatives on academic, administrative, and student issues and initiatives in Education Abroad and provide a crucial faculty perspective and academic credibility.

This position is funded by International Affairs (IA); it will provide an equivalent to a course release and a one-time administrative stipend of \$2,000.

The Faculty Director is appointed by the Interim VPIA in consultation with the Senate Committee on International Education (CIE).

Faculty with interest in international education are encouraged to review the accompanying position description and **submit a letter of interest, current curriculum vitae, and statement of contribution to diversity (information provided below) to Jun Wang, Assistant Provost for Strategic Initiatives at jun.wang@ucr.edu.**

The University of California is an Equal Opportunity / Affirmative Action Employer with a strong institutional commitment to the achievement of excellence and diversity among its faculty and staff.

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, protected veteran status, or any other characteristic protected by law.

In a "Statement of Contributions to Diversity," we ask applicants to describe their past and/or potential future contributions to promoting a diverse, equitable, and inclusive environment, which is a key requirement of the role of every faculty member and administrator at UCR. There are numerous ways to contribute, and a commitment to this part of our mission can be reflected through research, teaching, supervision, mentoring, community engagement, service, and any of the other varied activities that are a part of an academic career.

The application deadline is Friday, December 10, 2021.

Position Description:
Attached Below

Marko Princevac
Interim Vice Provost of International Affairs

UCR's UCEAP Council of Campus Director (CCD) Position Description

The UCR CCD, commonly known as the Campus Faculty Director for Education Abroad, will ideally perform the following in support of UCEAP participation and other academic engagements:

1. Be familiar with education abroad operations, opportunities, and challenges on their campus. Make recommendations to the UCEAP systemwide office as appropriate.
2. Advocate with faculty and staff for academic integration.
3. Promote education abroad to campus units, e.g., deans/chairs, undergraduate advisors, academic senate committees (CIE, Curriculum/GE, Undergraduate Council, etc.). Promote at the new faculty orientation and other events as necessary.
4. Provide recommendations for UCEAP application waivers, e.g., GPA, for campus selection of students for UCEAP programs.
5. Participate in first-round interviews for Study Center Director applicants and promote opportunities to faculty.
6. Be available to campus staff as UCEAP issues arise, including review of reports or proposals, as may be requested.
7. Liaise with UCEAP Associate Dean and participate in the quarterly UCEAPCCD meetings, in person or by phone/zoom.
8. Review the John Phillips Memorial Scholarship and the Rose Royal for Language Study Abroad Scholarship. Also, review the Education Abroad Programs Fund Scholarship and other scholarships when necessary.
9. Interview applicants and review applications for the Boren Awards.
10. Twice a year, chair the Education Abroad Faculty liaison meetings to provide updates on study abroad at UCR and allow faculty liaisons to share ideas.
11. Serve as an ex-officio member on the Academic Senate Subcommittee on International Education.
12. Promote opportunities for faculty involvement in study abroad to UCR faculty – both UCEAP & Faculty-Led Education Abroad Programs.
13. Assist the UCR Academic Integration Liaison to UCEAP with promoting UCEAP Academic Integration proposals (requires periodic meetings, via telephone, in person, or consultation via email.)
14. The position is not responsible for oversight of the Education Abroad office, nor does it have any administrative responsibilities vis-à-vis the Opportunities Abroad Program or Faculty-Led Education Abroad Program.