

Writing Center Director  
Oglethorpe University

Oglethorpe University is seeking applicants to serve as the inaugural Director of the University Writing Center. This is a 12-month, open-rank (tenure-track/tenured) position with a start date of July 1, 2024. The Director will build a writing center program that supports undergraduate learning across the university, will be housed in an academic division, and will report directly to the Office of the Provost.

The inaugural Writing Center Director will launch the Oglethorpe University Writing Center, building a writing program in consultation with the Oglethorpe University faculty, the Office of Student Success, and the Office of the Provost. Once established, the Director will be responsible for the recruitment, hiring, training, and management of writing tutors; managing daily Writing Center operations; organizing in-class demonstrations of Writing Center services; providing workshops on writing instruction for faculty in collaboration with the Oglethorpe Teaching and Learning Institute for Inclusive Innovation (TALII); and managing the budget of the Writing Center (in consultation with the Office of the Provost and the Senior Director of Student Success). The successful candidate will have an initial teaching load of one course per semester, with teaching focused on tutor training and writing-intensive courses, and will also develop summer writing workshops and seminars for faculty and students. There is also the potential to offer discipline-specific writing courses (e.g., Science Writing, Technical Writing), depending on program needs and candidate qualifications.

The successful candidate should demonstrate effectiveness in undergraduate teaching, including effectiveness in teaching a diverse student body; have a record of professional activity and scholarship in the areas of writing center theory and practice, rhetoric and composition, emerging media, innovative technologies of digital communication, writing across the curriculum, and/or related fields; and have demonstrated effectiveness in advancing equity and inclusion in the classroom.

Oglethorpe University is a small and growing liberal arts institution. Dedication to students and quality teaching are highly valued here. Our campus is located in the urban environment of Brookhaven, Georgia, with easy access to the cultural offerings of Atlanta and its surrounding cities (e.g., about 15 minutes to the Midtown Arts District via the MARTA rail system). The university currently enrolls a diverse population of nearly 1,500 students who represent more than 30 states and 30 countries. More than half of Oglethorpe's students identify as persons of color, and approximately 40 percent are the first in their families to attend college. Candidates from historically excluded groups, whose work furthers the institution's diversity, equity, and inclusion goals, and who bring varied life experiences, perspectives, and backgrounds are especially encouraged to apply.

Oglethorpe is committed to fostering a campus community and intellectual environment that recruits and maintains diverse faculty and staff, promotes a culture of respect for diverse experiences and perspectives, and understands and addresses the role of inequality in shaping our individual and collective identities. We value faculty mentorship and support faculty teaching, research, and development through the Office of the Provost.

Requirements:

Terminal degree in English, Rhetoric and Composition, Communication Studies, or related field by start date; a minimum of two years of experience working in a university writing center; evidence of ability to develop a tutor-training course and potential writing-intensive courses; demonstrated excellence in teaching first-year and advanced writing courses; demonstrated potential for successful research and publication in the field. Candidates with some combination of education and experience may be considered.

Preferred qualifications:

Experience managing a writing center; experience managing a program budget and identifying external funding opportunities; TESOL; familiarity with technical or science writing; experience in writing assessment and curriculum development; experience in grant-writing.

To apply, please submit a brief letter of interest stating your vision for the writing center at Oglethorpe and a teaching philosophy that demonstrates your commitment to diversity, equity, and inclusion, a CV, a writing sample of up to 20 pages, and the names and contact information for three references (no letters necessary at time of application). Applications will be accepted via Paycom:

<https://www.paycomonline.net/v4/ats/web.php/jobs/ViewJobDetails?job=110373&clientkey=E89EC0BE36E642B4CF9B1208D8AFD807>

Questions about the position may be directed to: [writingcenter@oglethorpe.edu](mailto:writingcenter@oglethorpe.edu). We will begin reviewing applications on December 22, 2023, and will continue reviewing applications until the position is filled.