



JOB DESCRIPTION

TITLE: Social Work Faculty

COLLEGE: College of Arts and Sciences

DATE PREPARED October 7, 2021

REPORTS TO: Chair, Social Work Program

FLSA: Exempt, 10.5 month position

POSITION SUMMARY:

This position is responsible for teaching undergraduate social work Tribal Behavioral Health Aide (BHA) education courses and other courses that support the certificate. Primary appointment will be to the Toppenish campus. The position is responsible for Tribal Behavioral Health Aide student advising, including meeting with prospective students. Faculty will teach face to face and online courses, will attend university meetings as required, and maintain active involvement in community and university activities. The Faculty/Coordinator will assist with planning, implementation, and teaching of the BHA courses.

PRINCIPAL DUTIES AND RESPONSIBILITIES:

1. Represent Heritage University in the most positive manner with prospective, former and current students, clients, suppliers and the community we serve. Interacts effectively with a diverse group of faculty, staff, students and other consumer of our services, learns and uses operating practices of the department and Heritage University.
2. Uphold the Heritage University Mission Statement.
3. Manage confidential information with tact, discretion and in compliance with FERPA regulations.
4. Teach classes across the social work and Tribal Behavioral Health Aide education curriculum using innovative and effective strategies for adult learners. This includes using technology to teach distance courses.
5. Advise and mentor students in the social work Tribal Behavioral Health Aide education program on a broad range of topics including degree requirements, strategies for academic success, graduate program requirements and career opportunities in the field.
6. Act as the Tribal Behavioral Health Aide education liaison between the Field Director, field practicum students, and agencies for students placed in the tribal organizations.
7. Establish positive and effective communications with tribal agencies, institutions, and other key influencers to attract, retain and place students in quality practicum settings.
8. Participate in program assessment and development.
9. Performs other functions as necessary or as assigned.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED:

1. MSW from a CSWE Accredited Program and a minimum of two years post-masters experience in the Social Work Field.
2. Successful higher education teaching experience, preferably including experience with indigenous and other diverse student populations.
3. Demonstrated capacity to integrate Traditional Indigenous Knowledge into educational strategies.
4. Excellent interpersonal, organizational, oral, and written communication skills.
5. Demonstrated skill in using technology as a management and teaching tool.
6. Compatibility with a highly collegial, service-oriented faculty/staff dedicated to service and leadership in diverse settings.
7. Initiative, commitment to accomplishment, adaptability, and sensitivity to program and student needs.
8. Personal transportation and willingness to travel to meet program and student needs.

APPLICATION INFORMATION AND DEADLINE: Applications should include a cover letter, vitae/resume, transcripts (copies acceptable for initial screening), and names, addresses, e-mail addresses and phone numbers of 3-5 current professional references.

Review of applications will begin immediately and will continue until the position is filled.

To apply, please email application material to: Humanresources@heritage.edu or Heritage University Office of Human Resources 3240 Fort Road Toppenish, WA 98948