

COMPTON COMMUNITY COLLEGE DISTRICT



PROFESSIONAL DEVELOPMENT **FACULTY LIAISON**

POSITION DESCRIPTION

Under the direct supervision of an assigned administrator and working closely with the Director, Professional Development, the Professional Development Faculty Liaison will provide on-going professional development support to Compton College faculty within an assigned Guided Pathway Division. The Professional Development Faculty Liaison will work to ensure that faculty participate in professional development that increases faculty knowledge and skills to improve student learning and completion at Compton College. This position will help define a professional development emphasis that will empower Compton College faculty to participate in the implementation of the Guided Pathway Divisions and the Tartar Completion by Design framework. The Professional Development Faculty Liaison will work with faculty to identify and coordinate professional development opportunities. The Professional Development Faculty Liaison will follow-up with the assigned administrator and the Director, Professional Development on the progress of faculty professional development activities.

DUTIES AND RESPONSIBILITIES

- Conducts classroom and counseling observations from voluntary faculty to provide resources and development opportunities as assigned.
- Assesses information from voluntary classroom and counseling observations to provide professional development opportunities.
- Contribute to the development of ongoing opportunities to improve inclusive evidence-based instructional practices that foster deep learning and increase student completion at Compton College.
- Provides a forum or meetings for faculty to increase communication and to disseminate information to their colleagues.
- Works with their assigned Tartar Success Team or the Student Services Division, to assist with the development of a comprehensive and strategic plan for innovative high-impact teaching and learning practices.
- Analyzes and uses data, including but not limited to Institutional Set Goals, program-specific success data, and Student Learning Outcomes, to identify professional development needs to improve Tartar Success Team or the Student Services Division effectiveness.
- With support from assigned administrator, works collaboratively with faculty to develop and deploy innovative pedagogic professional development goals.
- Assists with the coordination of recommendations that address faculty professional development needs identified in the annual Professional Development Needs Assessment survey.
- Ensures faculty professional development concerns are communicated to their assigned administrator and to the Director, Professional Development.
- Provides faculty with additional support to promote professional development within their assigned Guided Pathway Division or the Student Services Division.
- Enhances the professional development of faculty by providing direction and support, utilizing available Flex Reporter resources.

- Maintain an innovative teaching and counseling pedagogy library of resources that can be shared with faculty through professional development activities.
- Participates in coordination and evaluation of Professional Development Day activities.
- Prepares and maintains various records and reports related to faculty professional development, as assigned.
- Provides innovative, achievable recommendations to the assigned administrator and the Director, Professional Development.
- Assists the assigned administrator and the Director, Professional Development with the preparation of grant proposals and reports as assigned.
- Performs other duties as assigned.

REQUIRED QUALIFICATIONS

Full-time faculty.

Salary Range: Current salary and the Professional Development Faculty Liaison will be compensated with 10% reassigned time, subject to the approval of the President/Chief Executive Officer.

Conditions of Employment: Full-time Compton Community College District instructor.