



FORDHAM
THE JESUIT UNIVERSITY OF NEW YORK

Center for Ethics Education

JOB ANNOUNCEMENT

Associate Director For Academic Programs and Strategic Initiatives

Fordham University's [Center for Ethics Education](#) is currently seeking an Associate Director for Academic Programs and Strategic Initiatives to serve as a key member of the Center's leadership team. The Center provides a broad range of interdisciplinary educational and research opportunities integrating the sciences and humanities. These include [graduate and undergraduate interdisciplinary degree programs](#) and [major public lectures](#). Through the [Human Development and Social Justice student research lab](#) and the [HIV/Drug Abuse Prevention Research Ethics Institute](#), the Center sponsors research on professional and scientific ethics, health disparities, and the rights and welfare of vulnerable populations locally and globally.

The Associate Director for Academic Programs and Strategic Initiatives is a full-time administrative position that reports directly to the Ethics Center Director, [Celia B. Fisher, Ph.D.](#); serves on the Center Executive Committee; and works with Center staff and associated Fordham faculty and students, to direct, administer and promote the continued growth of the Center's interdisciplinary academic programs and events and to advance strategic initiatives and funding for research, student support, and other Center activities. The successful candidate will be a part of a collaborative environment with opportunities for building connections throughout the university and for support of scholarly pursuits linked to the Center's mission.

RESPONSIBILITIES

- Direct the [Master's Program in Ethics & Society](#). Responsibilities include student recruitment and enrollment; student advising and practicum supervision; creation of new interdisciplinary faculty courses; and coordination of curriculum offerings across multiple science, humanities and professional programs within the university;
- Direct the undergraduate [Minor in Bioethics](#). Responsibilities include student recruitment, advising, coordination of curricula across multiple programs, developing and promoting interdisciplinary courses, student research and events and publicizing, coordinating and evaluating student submissions for the [Chynn Ethics Prize](#).
- Represent the Center at the Fordham College Council and the Graduate School of Arts and Sciences Council meetings.
- Develop and oversee interdisciplinary conferences, seminars and other [events](#), often in coordination with other centers or academic programs at Fordham.
- Work with the Center Director, Executive Committee and staff on strategic initiatives to increase funding for Center activities and to enhance national and international visibility
- Contribute to writing annual reports and funding proposals
- Supervise Center graduate students and monitor and update academic program websites
- Teach one graduate or undergraduate course each semester

QUALIFICATIONS REQUIRED

- A doctoral degree or equivalent in the social or biological sciences, public health or humanities
- A track record of peer-reviewed publications in areas of scholarship in fields related to the Center's mission such as ethics/bioethics, health disparities, social justice, multiculturalism, and human rights.
- A strong background in professional or scientific ethics/bioethics
- Minimum two years' experience with undergraduate or graduate teaching and student supervision

- Minimum two years' experience with program administration and ability to navigate academic administrative web-based programs.
- A collaborative style, demonstrated social facilitation skills, excellent writing skills and the ability to build strong relationships and interdisciplinary collaborations with Fordham administration, department chairs, program directors, and faculty in the sciences and humanities across multiple Fordham schools and campuses.
- Successful candidates should have a knowledge of and commitment to Fordham University's mission in relation to promoting social justice and cura personalis care for the whole person across multiple disciplines.

SALARY

Commensurate with Experience

START DATE

Applications will be considered on a rolling basis and the position will be filled when a successful candidate is identified.

Send cover letter, resume/curriculum vitae and list of references to:

Celia B. Fisher, Ph.D., Director Center for Ethics Education, fisher@fordham.edu
copying Lori Merone Administrative Assistant, lmerone@fordham.edu

ABOUT FORDHAM

The Center for Ethics Education was established in 1999 by founding Director, Celia B. Fisher, to augment Fordham's commitment to cultivate life-long habits of critical thinking, moral reflection, and articulate expression. The Center provides a broad range of multidisciplinary ethics education opportunities, including degree programs, major lectures and support for ethics research and scholarship. Founded in 1841, Fordham University has an excellent reputation as a dynamic Jesuit institution in the heart of New York City. Fordham enrolls more than 15,100 undergraduate and graduate students in 10 Colleges and Schools. It has residential campuses in the Bronx and Manhattan, a campus in West Harrison, N.Y., the Louis Calder Center Biological Field Station in Armonk, N.Y., and the London Centre at Heythrop College in the United Kingdom.

Fordham University is committed to excellence through diversity and welcomes candidates of all backgrounds. Fordham is an Equal Opportunity Employer.