The University of Wyoming College of Education seeks applicants for the position of Partnership Facilitator for Natrona County School District #1. This person will serve as the liaison between faculty in the UW-Casper and UW-Laramie College of Education (including both the Elementary/Early Childhood and Secondary Education Departments), Natrona County School District #1 (administration and faculty), and the UW Office of Teacher Education in matters related to the partnership agreement.

**General duties include the following:**

- Convene meetings of district and college partners, including administration and others to ensure broad communication.
- Make classroom visits to complement UW faculty visits.
- Act as a “point of contact” and a “first responder” for mentor teachers and residency students.
- Arrange for regular meetings/seminars with student teachers as requested by district or college faculty.
- Prepare periodic updates that will be shared across the district and the CoEd regarding partnership activities and accomplishments.
- Be knowledgeable and supportive of the Wyoming Teacher Education Program and agreements between the district(s) and the CoEd.
- Be flexible with the hours to accommodate irregular meeting and activity schedules.
- Assist in making school placements for students entering residency using the processes delineated by the district and CoEd.

Preferred qualifications include: (a) Knowledgeable of Wyoming Teacher Education Program policies and expectations; (b) Strong communication and interpersonal skills; (c) Public school teaching experience; d) Knowledge of local district policies and expectations.

This position is classified as a temporary, part-time (47.5%/19 hours weekly), non-benefitted employee of UW. This is a nine-month position. Contract dates will correspond with the UW academic year from mid-August to mid-May. The position is contingent upon the availability of funding. The Partnership Facilitator will report to the UW Department Heads of Secondary and Elementary Education and the Associate Dean, Undergraduate Programs.

Applications to include: letter of interest, resume, and a list of 3 professional references with contact information. Submit all application materials to Dr. Leslie Rush, lrush@uwyo.edu. Applications will be reviewed immediately. Position closes when filled. Salary for this position starts at $25,008; the preferred start date will be September 15th 2016.

“The University's policy has been, and will continue to be, one of nondiscrimination, offering equal opportunity to all employees and applicants for employment on the basis of their demonstrated ability and competence without regard to such matters as race, sex, gender, color, religion, national origin, disability, age, veteran status, sexual orientation, genetic information, political belief, or other status protected by state and federal statutes or University Regulations.”