

Note cards, memo pads and blank vacancy slips (for job announcements) are available through University Printing at 994-5708.

These items can be customized or typeset specifically for your department by contacting Publications and Graphics.



**Faculty Position
Vacancy Announcement**

**Assistant/Associate Professor in Educational Leadership
Education**

Search Number: 337-2

Starting Date: August 15, 2006

Salary: \$45,000 - \$50,000 depending on experience and qualifications, plus possible summer employment

Departmental Information: MSU is a land grant university with 650 faculty and a student body of 12,250. The Department of Education is one of the larger departments on campus, serving 850 undergraduates and 250 graduate students in Educational Leadership, Curriculum & Instruction, and Adult and Higher Education. The campus is located amidst the beautiful mountains of southwestern Montana, 60 miles north of Yellowstone National Park. The city of Bozeman boasts high quality medical facilities, a very low crime rate, many fine restaurants, acclaimed public and private schools, a symphony orchestra and choir, ballet and opera. Skiing Magazine identified Bozeman, with three major ski areas within an hour's drive, as the fourth top US skiing town in its September 2004 magazine. The K-12 educational system, growing reputation of Montana State University, and pristine natural environment of the area combine to make Bozeman one of America's most desirable university towns.

Duties and Responsibilities: Teach Educational Leadership courses at the graduate level and advise masters and doctoral students. Chair and serve on both masters and doctoral committees; conduct research and publish in appropriate sources; supervise field experience students; provide service to the department, college, university, and the field.

Required Qualifications:

1. Earned doctorate in Educational Leadership.
2. Administrative experience in the K-12 setting as a principal, supervisor or superintendent.
3. Evidence of scholarly ability.

Preferred Qualifications:

1. Experience in delivering classes using web-based technology.
2. Experience working in a standards-based educational leadership program
3. Experience working in programs designed to meet the needs of part-time learners through distance delivery.
4. Higher education experience.



strate excellent oral and written communication skills, be able to work effectively with diverse groups, and strate enthusiasm for working closely with public schools.

ng will begin January, 2006, and continue until the position is filled. Candidates should submit:
Letter of application addressing each of the required and preferred criteria,
Curriculum vitae,
Sample of professional writing,
Two page summary of research and teaching interests, and
Names, telephone numbers, and e-mail addresses of three references.

aterials to: For further information:
 Educational Leadership Search Committee Dr. Joanne Erickson, Search Chair
 Roberta Kerr, Administrative Assistant jle@montana.edu
 Montana State University Phone: 406-994-2290
 Reid Hall Fax: 406-994-1856
 Bozeman, MT 59717-2880

AVETERAN'S PREFERENCE: In compliance with the Montana Veteran's Employment Preference Act, MSU provides preference in employment disabled veterans, and certain eligible relatives of veterans. MSU makes accommodation for any known disability that may interfere with an applicant's impete in the hiring process or an employee's ability to perform the duties of the job. To claim veteran's preference or request accommodation, contact sources/Affirmative Action, Hamilton Hall, MSU, Bozeman MT 59717-2430; 406-994-2042. MSU's Affirmative Action Non-Discrimination Policy



Environmental graphics

Environmental graphics tend to be expensive because they are large and built to last. Exterior building signs and way finding systems are managed by Facilities Services. As new buildings are completed or existing offices are renovated, standard door and room number signage that meets ADA requirements will be installed by Facilities Services. A university signage policy is currently being developed by Facilities Services.

Signage

(indoor signs for building and floor directories, room identification and nameplates)

Always use the core MSU logo, colors and typography for interior signage. Artwork should follow the visual style guidelines outlined in this section for publications and other products. Publications and Graphics can assist with the design and layout of directory and room identification signs. Publications and Graphics should review all signage artwork before it is printed. Contact Angie Mangels at 994-5128 or amangels@montana.edu.

Vehicles

For art on university vehicles, follow the logo guidelines on p. 24 and use brand extensions as appropriate. Use the “positive” version of the logo (blue M, gold flame and arc) for white and light-colored vehicles; use the “reverse” version of the logo (white M, gold flame and arc) for blue or dark-colored vehicles. Consult your vendor to see if the tinted portion of the flame will reproduce well and with minimal or no extra charge. If not, print both parts of the flame in 100 percent gold.

Use the unit identifier guidelines on p. 22 when combining additional typography with the MSU logo. Consult with Publications and Graphics if you have further questions.



Sign example using the core logo and ITC Franklin Gothic as the font for the department information



Office Directory for Montana Hall

Banners

Branded banners

Vinyl banners for booths or event promotion may be ordered from Publications and Graphics. Banners should include the MSU logo, colors, typography and other visual styles.

Banners such as those hanging on MSU's Centennial Mall may be ordered from MSU Publications and Graphics. Visit the Web site (www.montana.edu/cpa/graphics) or call Publications and Graphics at 994-5128 for a price quote.



Banner design for a college using its brand extension



Banner design for a department



Web site branding standards

MSU Web Communications has designed new branded Web page templates that provide visual consistency for MSU's Web presence. All MSU units should begin using these templates to convert and maintain their Web sites as soon as possible. Information about how to obtain and use the templates is available at the MSU Web Communications Web site: www.montana.edu/webtemplates. Consistency of text and type styles is one of the most important features of the new branded templates. All of the text formatting and styles in the templates are now based on centrally-managed Cascading Style Sheets (CSS) and users should not use local text coding to override these styles. There also are standard graphical title styles, particularly for use on home pages.

If you need assistance with graphical styles or integration with your Web site, contact MSU Web Communications for assistance. You can find visual examples of properly branded Web sites using the new templates on the examples Web page: www.montana.edu/webtemplatesexamples.

All Web conversions and design work should be coordinated with MSU Web Communications to ensure appropriate graphical and messaging brand standards are met. Web site designs must be submitted for their review and input prior to publishing live pages.

Each MSU unit will be responsible for converting its own Web resources, but it's advisable to contact MSU Web Communications early in the process. They will assist with

Web template selection and set-up, Web graphical style guidelines, and, in some cases, may provide direct assistance with conversion and/or design. There is not a fixed deadline for conversion, but Web content owners are encouraged to revise their site designs as soon as is feasible. Any new Web development should also be produced using the branded Web templates.

For more information about the Web branding templates, design or process, please contact Moss Hartt at 994-5140, or Jake Dolan, 994-5036 with MSU Web Communications, or e-mail webcomm@montana.edu.