

UNIVERSITY OF ILLINOIS AT URBANA-CHAMPAIGN
DEPARTMENT OF MATHEMATICS
COORDINATOR OF NETMATH PROGRAM

The Department of Mathematics of the University of Illinois at Urbana-Champaign is soliciting applications for the position of Coordinator of NetMath Program. This is a half-time (with the possibility to become full-time), 9- or 12-month, academic professional position to begin as soon as possible after close. The successful applicant will assist in the daily operation and coordination of the NetMath Distance Education Program. In particular this person will

- correspond by phone and email with both students and instructors,
- help prepare and submit funding proposals,
- assist in the preparation and management of the NetMath budget,
- maintain instructional databases,
- supervise hourly employees hired to serve as NetMath mentors, and
- interface with other distance education efforts within the department, the university, and outside the university.

Qualifications: The minimum qualifications are:

- A Bachelor's degree,
- Strong organizational, independent decision-making, and communications skills.

Preferred candidates will have the following additional qualifications:

- Bachelor's degree in a math-/science-related field, or
- Bachelor's degree in any field and have experience in teaching math or science.
- A Master's degree in the areas mentioned above is favored.
- Experience teaching math or science at the secondary or post-secondary level is strongly desired.
- Experience with *Mathematica* software is a plus.
- Additional managerial/organizational experience in an academic or internet-technology-related setting is preferred.

Salary: commensurate with experience

For full consideration complete applications must be received by April 21, 2008. Applicants may be interviewed before the closing date; however, no hiring decision will be made until after that date.

Please forward a letter of application, resume including e-mail address, and the names and contact information of three professional references to the address below:

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