**Project Director**

**East Central University**invites applications for the *Project Director* for ECU’s Native American Serving Nontribal Institutions - Humanities Education and Research: Innovation and Technology in Advancing Guided Engagement (NASNTI HERITAGE) Program position. The NASNTI HERITAGE program is designed to significantly increase the retention and graduation rates of Native American and high-need students attending ECU by 1) improving academic outcomes and learning environments for high-need and/or native American students; 2) implementing a Department of Education approved methodology of moderate evidence of effectiveness to support high-need and Native American students; and 3) Strengthening Native American language preservation and revitalization. The Project Director, a two-year, grant-funded position, is primarily responsible for development, implementation and management of the HERITAGE Program.

ECU is a student-centered regional state university located in Ada, Oklahoma.  ECU offers thirty-three undergraduate baccalaureate degree programs in arts, business, education, mathematics, sciences, nursing, and the social sciences; and six master's degrees in accounting, education, human resources, psychology, management, and water resources. ECU's 4,200 (average) students come from 35 countries and 22 different states.  About 65% of the 147 full-time faculty hold doctorates.

**RESPONSIBILITIES:** The Project Director’s responsibilities include coordinating and overseeing activities to accomplish program goals and objectives, including implementation and oversight of a Humanities Education Research Center; managing staff; organizing and conducting meetings and evaluations; and generating reports and plans of action based on program evaluation.

**QUALIFICATIONS:** This position requires a master’s degree in a field targeted for humanities research, Native American Studies, Human Resources, Education, or Psychology; Five years of experience in project leadership, management, staff supervision, and fiscal management; Federal grant experience, particularly working with Title III, Strengthening Institutions Programs, NASNTI Programs, or similar programs preferred; Two-years’ experience working with underrepresented populations including their families and communities, preferably with postsecondary students; Ability to conduct oversight, design, and/or implementation of undergraduate research programs, research projects, or other similar projects; Knowledge of best practices in research; Ability to work closely with deans, faculty, and other leaders to set a strategic direction in line with the university’s mission; exceptional verbal, written, and interpersonal skills; and demonstrated problem-solving skills.

**TO APPLY:**  Send cover letter; resume; transcripts; names, addresses, phone numbers of three professional references; and \*[Disclosure Statement](https://www.ecok.edu/sites/default/files/siteContent/administration/administration-finance/employment-services/documents/Affirmative%20Action%20%20Disclosure%20Statement%20%28Fillable%29.pdf) to Employment Services, East Central University, 1100 E. 14th Street, PMB D-2, Ada, OK 74820 or [es@ecok.edu](mailto:es@ecok.edu). Email preferred. Application period closes September 13, 2019. For more information about ECU, visit our web site at [http://www.ecok.edu](http://www.ecok.edu/). East Central University, in compliance with all applicable Federal and State laws and regulations, does not discriminate on the basis of race, color, national origin, sex, age, religion, disability, sexual orientation, genetic information, or status as a veteran in any of its policies, practices, or procedures. This includes but is not limited to admission, employment, financial aid, and educational services. The following person has been designated to handle inquiries regarding the non-discrimination policies: Employment Services Director, 1100 E. 14th, Adm. 160, Ada, OK 74820, (580) 559-5260.