Job Description
Faculty Director of Undergraduate Honors Programs

Requirements: Tenured member of the academic senate with exceptional record of teaching and scholarship, including undergraduate mentorship

Reporting: Vice Provost and Dean of Undergraduate Education
Staff: Assisted by the Honors Coordinator and other divisional staff as needed and available

The Director has a purview of innovation and leadership in undergraduate honors at all levels. The goals include attracting high academic achievers to UC Santa Cruz, increasing student retention and decreasing time-to-degree, and providing challenging educational experiences. Duties include, but are not limited to, leadership in:

- Refining the Division of Undergraduate Education (UE) Honors Framework with the dean, division, Academic Senate, academic units, honors advisory group, and others.
- Collaborating with colleges to develop a sustainable and meaningful lower-division campus-wide honors program.
- Potential to teach courses associated with the Honors program.
- Facilitating the development of sophomore and upper-division honors experiences with degree-granting programs.
- Expanding campus honor societies and encouraging development of disciplinary honor societies.
- Developing a robust web presence for honors opportunities with UE staff.
- Nominating students for honors-related student fellowship opportunities.
- Joining the Division of Undergraduate Education leadership team.
- Writing and assembling program proposals for review, approval, and funding.
- Establishing an advisory group that includes broad campus representation.
- Working with UE and University Relations to raise funds.
- Providing regular updates and formal annual reports to the dean.