

To: Rutgers–New Brunswick Deans, Associate Deans for Faculty Affairs, Mid-Level Faculty

Date: October 10, 2024

Re: Nominations for Provost Faculty Development Leadership Fellows for Fall 2025–Spring 2026

The Office of the Provost, Center for Faculty Success, Rutgers–New Brunswick, seeks nominations for Provost Faculty Development Leadership Fellows. We are seeking 2 Fellows to serve in a cohort serving Fall 2025 and Spring 2026. Fellows will report to the Vice Provost for Faculty Affairs (VPFA). The Center for Faculty Success works closely with many offices across NB to enhance faculty success across all ranks (including Lecturers, Non-Tenure Track, and Tenure Track line faculty). The Center for Faculty Success, “promotes faculty success, leadership, and excellence through a variety of inclusive professional development support and works in conjunction with campus, university, and external partners to support the growth and development of faculty throughout all stages of their careers.” Fellows will work on specific projects to vision, develop, and implement strategic initiatives to support faculty development.

Successful applicants will have strong collaboration, project management, and communication skills. Experience with leading faculty, postdoc, student research development and/or mentoring initiatives will also be very helpful. The VPFA will work with each Fellow’s academic unit to provide compensation (i.e., research fund support) to support participation in this fellowship to be dispersed as a course release/semester. We welcome nominations from all disciplines within the NB Chancellor-led units.

Fall 2025 Start Date: We are looking for at least one applicant who is interested in mid and later career professional development to help build out our support for faculty later in the career journey. We are also seeking a fellow interested in focusing on thriving for Non-tenure track faculty. Fellows will continue through Spring 2025.

The deadline for nominations is December 13, 2024

To Nominate: submit **(1)** a dean’s nomination letter/letter of support, and **(2)** the nominee’s current CV that includes experience and accomplishments relevant to this position, **(3)** a brief cover letter of interest to nbfacultyaffairs@echo.rutgers.edu

Required qualifications:

- Experience as a successful faculty member, including work as a scholar, graduate student mentor, administrator, and/or instructor
- A demonstrated commitment to faculty, postdoc, and/or student success and to fostering and advancing a diverse and inclusive workforce
- Tenure-track or Non-tenure track faculty at the Associate level or above.

Preferred qualifications:

- Demonstrated ability to collaborate and work well in a team, as needed
- Demonstrated ability and/or experience with academic/research policy or development
- Strong communication skills.
- Strong research/project management and organizational ability