

MNPS Post-Secondary Educator (PSE) Program

College/ University Faculty

Metropolitan Nashville Public Schools – Nashville, TN

Position/Type: Grade 9-12 Teachers

Our Mission - The MNPS Post-Secondary Educator (PSE) Program is dedicated to recruiting **College/ University Faculty** from all content areas who are passionate about students and teaching and learning. More importantly, we seek to recruit individuals who are committed to being change agents in the lives of the students our district serves, and to becoming the most responsive and effective teachers they can be.

While our program seeks to recruit individuals from diverse educational backgrounds, we are especially focused on our critical shortage areas: Grades 9-12 Exceptional Education, Math, Science, World Languages and English Language Learner (ELL).

Licensure: College/University Faculty interested in participating in the PSE Program may be eligible to receive licensure. For full details go to TENNESSEE CODE ANNOTATED - 49-5-112 – “*Licensure to teach in grades nine through twelve (9-12) for person who has taught at eligible postsecondary institution*” ([click here](#)).

Work Load/Hours:

1) Full-Time College/University Faculty - Per [Tennessee Code 49-5-410](#), full-time university faculty are not to exceed fifteen (15) clock hours beyond their regular employment per week and are not to exceed four hundred (400) clock hours out of any nine-month period. Hence, full-time Faculty will be assigned:

Typically 4-6 classes per week (block schedule – M/W/F or T/TH from 7am to 2 pm)

In some cases, we may offer flexible scheduling.

2) Part-Time College/University Faculty - Part-time university faculty will be given the opportunity to have a full-time or part-time PSE teaching position. High school schedules typically run from 7am to 2pm.

Compensation: Salaries are competitive and benefits are offered for full-time faculty. See the [MNPS salary scale](#) for details.

How to Apply: Any university faculty member interested in teaching part-time (15 hours per week) or full-time, can apply online on the MNPS website ([click here](#)). Please click on “**Position Pools: Instructional**” on the left.

As a part of the application process, College/University faculty will also be required to:

1. Submit official **Verification of Experience** forms to TNDOE in an envelope sealed by the institution verifying their teaching experience. Documentation must show either:
 - o Experience as a full-time college professor or instructor for at least two of the last 5 years at an eligible postsecondary institution that is accredited by a regional accrediting association; OR
 - o Experience as a part-time college professor or instructor, teaching at least one course per semester, for at least three of the last 5 years at an eligible postsecondary institution that is accredited by a regional accrediting association.

2. Submit at least **3 years of documented teaching evaluations that demonstrate ratings of proficient* or better while teaching in the subject area in which the applicant is seeking licensure.** The teaching evaluations must:
 - o Have been administered by the institution where the applicant taught;
 - o Have been conducted on an annual basis and date must reflect issuance of final end of year evaluation summary;
 - o Indicate an evaluation rating of proficient or better; and
 - o Be submitted to TNDOE in an envelope sealed by the institution issuing the evaluation.

*If the college or university does not perform formal/regular evaluations or use a rating system, the dean, director, or other direct supervisor may submit a letter regarding the educator's performance. The letter must include:

- 1) Confirmation of the dean/director/supervisor's role and relationship to the educator at the time of employment
 - 2) Confirmation the institution did not use a formal, summative evaluation process for the educator at the time of employment
 - 3) Verification of the dates of employment
 - 4) Verification of the subject area(s) taught
 - 5) Confirmation of proficient (or better) performance teaching in the subject area during the time of employment
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3. **Submit all official transcripts to TNDOE.** Official transcripts must be sent directly to TNDOE from the attending institution, either through the mail, in a sealed envelope, or sent through an electronic clearinghouse by the attending institution to Educator.Licensure@tn.gov

 4. **Submit passing scores on all assessments required for licensure in the subject area in which licensure is being applied for.** These must be sent directly to TNDOE electronically from the test administrator. (Please establish an educator account on TNCompass.org)

If you have questions, contact Dr. Twanie Roberts, Certification and Licensure, Office of Organizational Development at TRoberts1@mnps.org.