ASSISTANTSHIP
Department of Educational Policy, Research, and Administration
Policy Analysis Research Assistant

10 hour/week assistantship provides on-going analyses of major policy documents on education and education-related initiatives developed and disseminated by agencies of the Ministry of Education and Higher Education and other organizations. This position requires the ability to scan the Palestinian policy environment for new developments; summarize key points; and cull key points for integration into the quarterly workshops.

Qualifications & Experience
- Strong knowledge of comprehensive education reform strategies, especially in developing countries;
- Knowledge of key initiatives shaping pre-service and in-service teacher education;
- Ability to write succinct summaries of policies and other initiatives;
- Ability to interpret these documents for integration into training materials and design;
- Ability to establish and maintain on-going communication with relevant policy actors and agencies in Palestine;
- Ability to write clearly in English;
- Ability to contribute to modifications in annual work plans.

Applications should be sent to Barbara Gravin Wilbur at bgw@educ.umass.edu. Position is contingent upon funding. APPLICATION DEADLINE IS JUNE 13, 2013.
ASSISTANTSHIP
Department of Teacher Education and Curriculum Studies

Practicum supervisor: 500L and 698AP

One 10 hour/week assistantship for fall 2013 to supervise the ESL licensure practicum and the Advanced Practitioner field experience. Both programs have placements in K-12 public schools in Western Massachusetts (e.g., Amherst, Northampton, Springfield, Holyoke, Hadley, Westfield, etc.).

Responsibilities include:
- Attending an orientation and meetings with UMass Amherst faculty regularly to problem solve and trouble shoot issues.
- Establishing and maintaining professional relationships with administrators and teachers in the schools and at field experience sites as well as with the faculty.
- Conducting observations of candidates’ teaching practices according to specified timetables and using appropriate forms.
- Providing quality oral and written feedback to candidates to support them in designing and reflecting on curriculum, instruction, and assessment practices.
- Writing weekly written reports to the LLCAP/Licensure advisor regarding all feedback that you provide candidates/field experience practitioner.

- For 500L:
  Conducting three three-way meetings among the Supervising Practitioner, the UMass Amherst teaching candidate, and the Program Supervisor according to specified timetables and using appropriate forms; observing the students on site at least five times and providing feedback during post-observation meetings.

- For EDUC 698AP:
  The Advanced Practitioner Program has field experience sites for teaching English and other world languages in a variety of traditional and non-traditional settings in Western Massachusetts (e.g., Chinese immersion, adult education, after school programs, informal teaching contexts).
  - Meeting with each cohort of three students every two weeks during the semester to help learners self-assess their own teaching and provide some feedback on the teaching activity that they have videotaped.
  - Assisting UMass faculty in assessing candidate’s course projects using TK20.
  - Going to the partner schools when requested by partners at least once or twice during the semester to observe student work on site and meet with partners.

Qualifications:
- Classroom teaching experience in K-12 schools and/or international contexts
- Knowledge of language/culture of diverse students (e.g., Spanish, Chinese)
- Expertise in designing curriculum, instruction, and assessments for language learners
- Commitment to social justice in education
- Excellent communication and problem-solving abilities; ability to negotiate differences and meet professional standards
- A research interest in teacher education in ESL is a plus for EDUC 500L
- A specific research interest in World Languages is a plus for EDUC 698AP

Applicants should submit letters of interest, resume, and contact information for two references to Marie-Christine Polizzi <mpolizzi@educ.umass.edu>

Application deadline: August 25, 2013. Applications will be reviewed until the positions are filled. Hiring is contingent upon availability of funding.

Please Share The Beacon

If you receive the Beacon weekly through ft-fac, please send it to your list servs so that all students, staff, faculty and friends of the School have an opportunity to read its good news and important information. Thank you.
Assistantship
Department of Educational Policy, Research and Administration

**HEP Campus Coordinator**
15 hour/week assistantship. This position provides planning and logistical support to HEP home office and field operations. Home office support includes planning and coordinating project activities such as short-term study tours by Afghan faculty, coordinating periodic planning meetings, and managing all project-related travel. Field-related support will entail acquiring and sending to the field resources that will advance the work of project managers, providing timely feedback on field generated plans and reports, and assisting with human resource management activities related to field staff and consultants.

**Expectations and Desired Capabilities**
1. We expect the Campus Coordinator to possess strong skills of time management, human relations, cross-cultural interaction and communication
2. The Campus Coordinator should be a competent computer user, and an experienced and willing driver with a valid US driver’s license
3. Importantly, the Campus Coordinator needs to be someone who is mostly resident in Amherst during school breaks and vacation

Experience working on large-scale project abroad preferred as is home-office experience managing field personnel.

Applications should be sent to Barbara Gravin Wilbur at bgw@educ.umass.edu. Position contingent upon funding.
APPLICATION DEADLINE IS JUNE 13, 2013.

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Assistantship
Department of Educational Policy, Research and Administration

**International Education Admissions Coordinator**
10 hour/week assistantship position manages the admissions process for CIE, communicating with applicants, collecting materials, creating and maintaining a filing system and helping to coordinate the overall process. Tasks include the following:
- Maintain email or telephone contact with prospective applicants:
- Maintain Excel worksheet of applicants:
- Maintain files of applicants:
- Schedule visits to campus/CIE for prospective applicants:
- Schedule and facilitate admissions committee meetings in fall and spring:
- Facilitate process for funded students
- Schedule and facilitate new-student orientation:

**Qualifications and Experience**
- Excellent cross-cultural interaction skills
- Strong organizational skills
- Flexibility in time demands of the position

Applications should be sent to Barbara Gravin Wilbur at bgw@educ.umass.edu. Position contingent upon funding.
APPLICATION DEADLINE IS JUNE 13, 2013.
Assistantship
Department of Educational Policy, Research and Administration

Higher Education Project in Afghanistan  Technical Support Assistant
15-hr/week assistantship provides academic and professional support to our field staff in Afghanistan. This position requires capability to do research to find needed resources, the ability to review and provide technical input to reports, and the experience needed to write or respond to requests for information or to draft small proposals. This person needs to be fluent in English and comfortable with doing support work on the telephone, often outside of work hours because of the time change with Afghanistan.

Qualifications & Experience
- Strong knowledge of education in developing countries, institutional development and human resource development – specific experience and knowledge of Afghanistan preferred. Ability to understand Dari useful.
- Knowledge of professional practices in teacher training, training design, curriculum and materials development is helpful.
- Ability to backstop long-term personnel in the field; providing feedback on their activities; helping find needed support materials and references, etc.
- Ability to write job descriptions and assist in reviewing applicants.
- Ability to make substantive input into technical strategies for achieving project goals.
- Ability to design and work with M&E for large-scale projects with USAID

Applications should be sent to Barbara Gravin Wilbur at bgw@educ.umass.edu
All positions contingent upon funding. APPLICATION DEADLINE IS JUNE 13, 2013. //

Project Assistantship
Office of Research and Engagement

Up to two 10-20 hr/wk project assistantships are available for Fall 2013.

Responsibilities include: Assisting the Associate Dean for Research and Engagement with proposal development, grant management, workshops, and report writing.

Qualifications include: Excellent written and oral communications skills; excellent organizational skills; ability to work with various constituencies in the United States and elsewhere - including faculty members, administrators, and students; appreciation of diversity and multi-cultural values in domestic and international contexts. Fluency in a language other than English is preferred.

To apply, please send a brief cover letter and CV to Hanni Thoma at hthoma@educ.umass.edu //

About computer lab access this summer
This summer, the Hills South computer lab will be open by request. A log of all users, which includes dates and times, will be maintained by the administrative assistants in the Hills South office. Please also note that the Open Lab as well as the PC Lab and the Mac Lab in Furcolo will be closed from now until August 31 for renovations.

Please send items of interest to
dms@educ.umass.edu
Assistantship
Department of Educational Policy, Research and Administration

Leadership & Teacher Development project, AMIDEAST
Collaboration Support Research Assistant
10-hr/week assistantship provides professional support to the UMass faculty members who deliver short-term workshops in West Bank and Gaza, Palestine. This position requires the ability to develop training materials, design workshops, support faculty members preparing for the workshops, and liaise with AMIDEAST and other counterparts in the West Bank and Gaza. This assistantship also requires the ability to plan and implement short-term visits of Palestinian educational managers to the Amherst area. This will entail scheduling visits to local schools and districts, among other contacts.

Qualifications & Experience
- Strong knowledge of faculty development, especially in developing countries;
- Knowledge of professional practices in pre-service and in-service teacher education;
- Knowledge of training design and materials development;
- Ability to support faculty members while in Palestine, providing feedback on activities, helping to find needed support materials and references, etc.;
- Ability to establish and maintain on-going communication with counterparts in Palestine;
- Ability to plan and implement short-term study tours, including arrangements for translators; and
- Ability to contribute to modifications in annual work plans.

Applications should be sent to Barbara Gravin Wilbur at bgw@educ.umass.edu. Position contingent upon funding. APPLICATION DEADLINE IS JUNE 13, 2013.

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TEACHING ASSISTANTSHIP
Department of Teacher Education and Curriculum Studies

A 10 hr/week teaching assistantship is available for Fall 2013 program supervisors for the CTEP (Collaborative Teacher Education) Program. The TA is for supervision of students seeking elementary licensure (1-6) during their fall pre-practicum and spring practicum.

Responsibilities include: Conduct student observations, provide verbal and written feedback; Problem-solve with and support students; Support Supervising Practitioners; Conduct three-way meetings; Conduct debriefing sessions with students; Timely completion of ongoing documentation of student performance; Attendance at bi-weekly Supervisory Team meetings; and Facilitation of bi-weekly "Brown Bag" lunch meetings with students.

Qualifications: Classroom teaching experience (K-6); Excellent communication and problem solving skills; Strong organizational skills; Experience with and knowledge of local educational settings and issues.

Applicants should submit letter of interest, CV/resume (including the names and contact information for two references) to Raymond Sharick at rsharick@educ.umass.edu Subject line of email should read: “TA CTEP Supervision.” (This assistantship is contingent upon enrollment and is only for the Fall 2013 semester.) Application Deadline: June 21, 2013
Faculty, students, staff & alumni share what they are doing

Maria José Botelho was elected to the National Council of Teachers of English Assembly for Research (NCTEAR) executive board as its newsletter editor. NCTEAR publishes two newsletters per year to disseminate information about the activities of the assembly and its members as well as to promote inquiry into literacies and the research practices enlisted for this work.

Please send items of interest to: dms@educ.umass.edu

The Beacon will not be published during the summer from from the week of July 18 through August 22. The last issue in July will be published on July 11. Please plan accordingly.

Thank you.

Did you know that the Beacon is archived on the school’s web site?

1. Go here on our home page

2. Click on “Beacon”

3. Then, click on “Beacon Archives”

Look at that!
**Assistantship**  
Department of Educational Policy, Research and Administration

**Program Development for the Center for International Education**  
10-hr/week assistantship to coordinate CIE efforts to secure new projects and funding from a variety of sources. Duties include managing the program development committee meetings and writing minutes; conducting research on potential donors (individuals, foundations, corporations); conducting research on potential large contracts from bi-lateral agencies; regularly monitoring web sites for RFPs & RFAs; following up leads by calling organizations and funding agencies; recruiting candidates for field positions; helping to organize and write proposals.

**Qualifications & Experience**  
1. Knowledge of and experience with managing a strategy to diversify funding sources, including foundations, individual donors, and corporations;
2. Knowledge of and experience in bidding processes that are common to multi- and bi-lateral donors;
3. Experience and ability in writing proposals, concept papers, and job descriptions; and
4. Excellent organizational and communication abilities and collaborative work style.

Applications should be sent to Barbara Gravin Wilbur at bgw@educ.umass.edu  
Position contingent upon funding. APPLICATION DEADLINE IS JUNE 13, 2013.

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**Assistantship**  
Department of Educational Policy, Research and Administration

**Center for International Education Office & Program Management**  
10 hour/week assistant to manage the main CIE office; is responsible for managing both the content and the setup for the weekly Tuesday meeting; manages the logistical arrangements for CIE events like the retreat, reception, tag sale and other community events; helps with general office management, including filing, doing the weekly schedule and other tasks to assist the financial manager as required.

**Qualifications & Experience**  
1. Good people management skills
2. Experience in motivating people, planning and implementing group activities
3. Good computer skills.

Applications should be sent to Barbara Gravin Wilbur at bgw@educ.umass.edu  
Position contingent upon funding. APPLICATION DEADLINE IS JUNE 13, 2013.
Call for Proposals
NORTHEASTERN EDUCATIONAL RESEARCH ASSOCIATION (NERA)
44TH ANNUAL CONFERENCE
October 23-25, 2013
Sheraton Hartford South Hotel, Rocky Hill, CT

Conference Theme: “Fairness!”

As a regional affiliate of the American Educational Research Association, NERA invites proposals for our annual meeting spanning all areas of educational research. We welcome proposals from new and experienced researchers and will consider both completed and in-progress research. Below you will find the general requirements for NERA proposals as well as specific guidelines corresponding to the five session formats. For more information about the conference, including FAQs about NERA proposals, visit NERA at www.nera-education.org.

Submission Requirements
Please keep in mind that should your proposal be accepted for presentation, the information will appear in the final program exactly as you have provided during the submission.

- Complete author information
- Affiliation information
- Descriptive title of 15 words or less
- Three Keywords
- Abstract of 120 words or less
- Description of the proposal in 1000 words or less not including tables and references.

Summaries of research should include: study purpose, theoretical framework, methodology, results, conclusions and educational implications. Warning: Full papers will not be accepted as conference proposals.

Submission Format
The proposal submission form will be online and accessible from the NERA website in the beginning of May. All required information will be entered into form fields with the exception of the description of your proposal which will be uploaded as a PDF or Word file. At the time of submission, authors will be required to select from a list of descriptive keywords to categorize the proposal.

Submission Review Process
Proposals must be submitted electronically by June 7, 2013
2-3 NERA members will blindly review proposals.
Proposals will be judged according to the following criteria: educational or scholarly significance, perspective or theoretical framework, appropriateness of methodology, clarity of expression, appeal to NERA membership, and likelihood of proposed work being completed by conference date. Proposal decisions will be emailed to first-authors in mid-August. Details about session dates and times will follow after as the program is completed.

SESSION-SPECIFIC GUIDELINES – 2013 NERA CONFERENCE

Please choose one of the following categories when submitting your proposal.

Individual Paper Presentation:
Proposals should describe completed or nearly completed research to be presented in 10-12 minutes. Sessions will be organized so that 3-4 other individual presentations will be grouped according to similar research areas. In each paper session, a Discussant will be assigned to read the set of papers in advance and present a 10-15 minute overview, critique, or analysis of the set of papers to spur discussion.

Theme-Based Paper Session/Symposium:
Proposals should describe a set of 3-5 presentations organized around a common theme. The Chair and Discussant for this session must be identified in the proposal. The format and procedure for these sessions are identical to the Individual Paper Presentation sessions.

Continued on page 10
Individual Poster:
Proposals should describe a research project, either completed or nearly completed, that lends itself to a visual display and would benefit from informal individualized discussion and feedback. Similar to the individual paper presentations, each poster will have a discussant. All posters must be free standing because no bulletin boards are provided. Specific directions for the size of the poster will be posted on the NERA Conference website.

Individual Paper Discussion for Early Research
Proposals should describe a research project that is in the developmental stages (perhaps in the early stages of data collection or analysis). The research will be presented briefly (5-10 minutes) at a discussion with others who share similar research interests. A discussant will offer suggestions and facilitate feedback on each research project immediately following its presentation.

Working Group Session:
Proposals should describe a facilitated opportunity to discuss a line of research with a group of researchers who share similar interests. This working group session is designed to support and engender collaborative ongoing research in that area of research. Proposals should identify a session facilitator (chair) and set of authors who will discuss their planned research program or project ideas with session participants and potential collaborators.

Please complete the form at https://www.surveymonkey.com/s/NERA2013 if you are interested in volunteering to serve as a submission reviewer, session chair, or session discussant. If you have any questions, please contact the conference co-chairs at NERA2013@gmail.com.

Steven Holtzman, Educational Testing Service
Jennifer Randall, School of Education, University of Massachusetts Amherst
NERA 2013 Conference Co-chairs

Just a reminder – the deadline for submission of items to The Beacon is FRIDAY for publication in the following Thursday’s issue.

SAVE THE DATE!
Our 2013 Scholarship Donors and Recipients Reception will be held on Tuesday, Sept. 17 5-6:30 p.m.