

The **School of Theology and Northeastern Seminary** at Roberts Wesleyan University invites applications for a full-time **Instructional Mentor and Project Lead** accountable for the design, development, and implementation of innovative learning experiences that elevate the quality of experiential online theological education. Reporting directly to the Dean, this pivotal position is designed to foster deep interconnectedness among students and faculty, enhance overall learning outcomes, and shape the institution's educational and strategic direction. The position is set to begin on January 1, 2026.

**Roberts Wesleyan University** is a Christian university of the liberal arts, sciences, and professions, located in Rochester NY, serving approximately 1,800 traditional and nontraditional students at the undergraduate and graduate levels. The University is committed to integrating a Christian worldview with learning in order to prepare thoughtful, spiritually mature, service-oriented people who will help transform society. Rooted in biblical and historic Christian faith, **Northeastern Seminary** prepares Christ-centered men and women for faithful, effective ministry to the church and the world. The Seminary is accredited by the Association of Theological Schools and currently educates over 200 students (both master's and DMin) in a primarily online setting. The funding for this position is enabled by a grant from Lilly Endowment Inc entitled *Immersive Experiences*, which focuses primarily on comprehensive streamlining of our platform and pedagogical practices, deepening formative experiences, and the integration of emerging technologies such as virtual reality and artificial intelligence to create dynamic, effective learning environment.

### **Qualifications:**

Required qualifications for candidates include:

- A bachelor's degree in Education, Business, Management, or a related field. A master's degree in Theology, Education, Curriculum and Instruction, Educational Leadership, or Project Management is preferred.
- Required 3–5 plus years of successful experience in instructional design, project management, or online education with proven track record of student achievement.
- Proficiency with learning management systems and emerging educational technologies.
- Strong leadership, communication, and interpersonal skills; ability to work effectively in a team environment.
- Understanding of theological education contexts and faculty development best practices.

Candidates must demonstrate a commitment to Christian faith that is consistent with the University's mission. Candidates from racial and ethnic minority backgrounds and persons from other historically underrepresented groups are encouraged to apply.

### **Key Responsibilities:**

- **Grant Oversight:** Maintain regular communication between Lilly Endowment Inc. and Roberts Wesleyan University, complete annual reports, and oversee the grant's budget. Ensure the grant's strategic and fiscal goals are met.

- **Strategic Project Leadership:** Serve as the primary liaison between the Seminary and CampusXR (the partner developing VR elements), ensuring all proposed tools and resources effectively meet student needs and initiative objectives.
- **Instructional Design & Innovation:** Lead the strategic design, development, and implementation of innovative online learning experiences aimed at cultivating an improved online culture, increasing student interconnectedness, developing practical pastoral skills, and facilitating immersive biblical study.
- **Mentorship & Formation:** Collaborate closely with the Dean, Leadership Center (the partner reimagining field education), Field Education Director, Professor of Spiritual Formation, and Academic Service Coordinator to integrate mentorship and formation as key components of this work.
- **Cross-Departmental Collaboration:** Establish and maintain regular communication and partnerships with the University's IT Department, Enrollment and Marketing, Advancement, Student Life, Learning Center, and Office of Academic Affairs.
- **Strategic Leadership:** Serve as a member of the Seminary's Strategic Leadership Team and a regular attendee of faculty meetings, playing an important role in institutional and strategic decision-making.
- **Interdisciplinary Initiatives:** Identify and cultivate interdisciplinary opportunities and practical skills development initiatives across various departments to ensure a holistic and impactful student experience and the continued formation of pastoral ministry leaders.

*The approved salary for this position is \$70,000/annually.  
Deadline for Application is November 30, 2025*

#### **Application Process:**

Applicants can download and complete the Application for Staff Position at [www.roberts.edu/employment](http://www.roberts.edu/employment). Applicants should send the completed application, a letter of interest, official transcripts, and a curriculum vitae by email to Dr. Josef Sykora:

Dr. Josef Sykora  
Dean, School of Theology and Northeastern Seminary  
[sykora\\_josef@roberts.edu](mailto:sykora_josef@roberts.edu)  
Roberts Wesleyan University

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*Roberts Wesleyan University complies with all applicable non-discrimination laws and is committed to enhancing human dignity and workplace diversity.*