

Associate Dean, Academics and Research
Augusta University

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Posted Dec. 11, 2019, set to expire Apr. 13, 2020

Job Title Associate Dean, Academics and Research

Department College of Education

Institution Augusta University
Augusta, Georgia

Date Posted Dec. 11, 2019

Application Deadline Open until filled

Position Start Date July 2020

Job Categories Associate/Assistant Dean

Academic Field(s) Higher Education Administration
Administration/Supervision
Education - General

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Job Description

The College of Education (COE) at Augusta University encompasses three departments: Advanced Studies and Innovation, Kinesiology, and Teaching and Leading. The Georgia Professional Standards Commission (GaPSC) and the Council for Accreditation of Counseling and Related Educational

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Programs (CACREP) respectively, approve all educator preparation and counselor education programs.

The College of Education seeks an Associate Dean for Academics and Research to oversee undergraduate and graduate curricula and provide leadership and strategic vision to the College's research mission. The Associate Dean position reports to the Dean and serves as a member of the College leadership team. This position is a 12-month, tenure-track appointment.

Reporting Relationships

Reports to: Dean, College of Education

Partners with: Campus Researchers and University Leaders

Relates to: College of Education Department Chairs and Assistant/Associate Dean

Principal Accountabilities

1. Oversees curriculum development, program assessment, and quality management of all undergraduate and graduate degree and certificate programs.
2. Monitors admissions and retention for all undergraduate and graduate programs in the College.
3. Serves as a liaison to other officers of the university and represents the College in all official communications with senior leaders and educational partners.
4. Serves as the primary contact with the Graduate School, serving on the Graduate Council, the Graduate Curriculum Committee, and the Criminal History Background Review Committee.
5. Collaborates with other members of the COE Administrative Team in leadership and management of College operations. Responsibilities include strategic assessment, planning and resource allocation, design and execution of faculty support systems, and implementation of continuous quality improvement processes.
6. Oversees all Memorandums of Understanding (MOU's) in the COE.
7. Maintains and improves the infrastructure needed to support faculty and student research.
8. Promotes the development of interdisciplinary programs of research.
9. Provides mentoring and support to promote the career advancement of College faculty and assists in identifying resources to foster continued growth and development.

Ideal Experience

The Associate Dean should be a strategic thinker, a visionary leader who thrives in a challenging environment and is aligned with the Augusta University values of:

- Collegiality - reflected in collaboration, partnership, sense of community, and teamwork.
- Compassion - reflected in caring, empathy, and social responsibility.
- Excellence - reflected in distinction, effectiveness, efficiency, enthusiasm, passion, and quality.
- Inclusivity - reflected in diversity, equality, fairness, impartiality, and respect.

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- Integrity - reflected in accountability, ethical behavior, honesty, and reliability.
- Leadership - reflected in courage, honor, professionalism, transparency, and vision.

Minimum Requirements

- An earned doctorate from an accredited college/university in one of the college program areas or a closely related field.
- Minimum of five years of college/university teaching experience as an Associate Professor or higher.
- Established record of teaching, scholarship, and service meriting appointment as an Associate Professor or higher with tenure in one of the College's three departments.
- Outstanding communication skills which include written, oral, listening, and public speaking ability.
- Strong leadership, collaboration, and supervisory skills.
- Commitment to international opportunities for students and faculty.
- Technology competence

The ideal candidate will have these attributes:

- Successful academic administrative experience.
- Proven success in a comprehensive research university setting.
- Ability to forge and reinforce effective relationships with internal/external constituencies.
- Experience in working with an executive leadership team in effective and efficient strategy and management.
- Experience with doctoral programs.
- Experience in program and curricular development, budget and personnel management, student recruitment and retention, grant writing, and assessment.
- Demonstrated record of respect for and interest in working with people from all backgrounds.
- Ability to build and lead a productive team.
- Proven track record as a problem solver and the ability to implement innovative solutions to contemporary challenges.
- A proven leader capable of mentoring and supporting faculty, particularly in research.
- Comprehensive and broad understanding of current trends in higher education.
- Experience using learning management systems (ex. Desire2Learn) and assessment technology (ex. Chalk and Wire) to support student academic success.

The ideal candidate will also be someone who is:

- Creative
- A holistic and analytical thinker
- Passionate
- A risk-taker
- Ethical

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- An advocate
- An innovator

Preferred Qualification:

- Experience with the development and implementation of doctoral programs (Ed.D, and/or Ph.D).
- Focused program of research in a field of education and history of grant support.
- Experience with the development and delivery of undergraduate and/or graduate programs.
- Experience with unit assessment and accreditation work.
- Experience with P-12 partnerships.
- Knowledge of and understanding of the Carnegie Project on the Education Doctorate (CPED) framework.

How to Apply:

Applicants should upload a letter of interest and a comprehensive curriculum vitae as one PDF document.

Confidential review of materials will begin immediately and continue until the appointment is made. Forward nominations and questions to executivesearch@augusta.edu.

All candidates must successfully pass a Background Check review. For some positions, the final candidate may be subject to a (pre-employment) physical, drug screen, and/or credit check.

The final candidate will be required to provide proof of completed academic degree(s) by submitting original transcript(s). Those candidates trained by a foreign institution will also be required to provide an educational/credential evaluation.

EEO/AA Policy

Augusta University is an equal employment, equal access, and equal educational opportunity and affirmative action institution. Also, Augusta University is a federal contractor and desires priority referrals of protected veterans. It is the policy of the University to recruit, hire, train, promote and educate persons without regard to age, disability, gender, national origin, race, religion, sexual orientation or veteran status.

Contact Information



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Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

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