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## Assistant/Associate Professor, Chair - Fashion

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**Position Title:** Assistant/Associate/Full (commensurate with experience) Professor, Chair

**Reports To:** Dean School of Arts & Design

**Department:** Fashion

**FLSA Status:** Exempt – Tenure Track

**Employment Status:** Full-time

**FTE:** 1.0

**Salary/Position Grade:** N/A

**Pay Cycle:** 9 Months and some summer hours

**Pay Months:** Mid-Aug – Mid-May

**Grant Funded:** No

**Revision Date:** 9-27-17

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**Position Summary:** The Chair of the Fashion Department will be a dynamic leader who works collaboratively to raise the visibility and profile of the Fashion programs at Mount Mary University a premier institution located in accessible and friendly Milwaukee, Wisconsin. The chair will work with a proven team to develop cutting edge curriculum, attract and retain talented students, launch new initiatives, develop corporate and community partnerships, and represent the department to internal and external audiences. The Fashion Department is part of the School of Arts and Design and offers two major programs; one in Fashion Design and one in Merchandise Management along with Post-Baccalaureate Certificates. This appointment is half administrative and half teaching, with an average load of six credits per semester. A commitment to specific summer hours is expected.

### Primary Responsibilities:

- Work collaboratively with faculty and other University constituents to ensure delivery of rigorous curriculum, develop systems to increase enrollment and strategically launch new initiatives.
- Proactively establish industry relationships and actively participate in one or more professional organizations (i.e. ITAA, CSA, Fashion Group International etc.) to increase the visibility of the University as a national leader in fashion education.
- Leverage industry relationships to develop cooperative projects and internships that offer students both regional and large metropolitan exposure preparing them for careers and graduate school.
- Teach six credits per semester at the undergraduate level in any of the following three areas: merchandise management; apparel construction/patternmaking; fashion illustration and/or textiles.
- Engage in a program of research and/or creative scholarship, leading to funded, collaborative projects in fashion department.
- Represent and report strategic initiatives at the department level to School of Arts and Design level.
- Serve on department and University committees, fulfill department reporting and scheduling requirements, assume Board positions with partnering institutions where required.
- Advise and mentor undergraduate majors and certificate students.
- Nurture and sustain a dynamic network of department alumnae and department donors in collaboration with MMU Development Office.
- Engage with the University's *Friends of Fashion* group to assist in supporting and sustaining our 10,000-piece historic costume collection as a premier resource for design inspiration, technical research, teaching and learning.
- Perform other duties, responsibilities, or special projects as assigned

### Skills and Experience:

- A minimum of a Master's Degree in a fashion-related field, MFA or Ph.D. strongly preferred.
- Must have industry experience and the ability to raise the profile of the program within the national fashion industry plus three years of teaching experience at the college/university level.
- Demonstrated ability to develop and grow partnerships with fashion industry leaders related to both programs
- Personnel/team leadership and administrative experience is preferred, with the ability to multitask and prioritize projects
- Strong working knowledge and understanding of established professional codes of ethics.
- Demonstrated commitment to promoting inclusiveness and cultural competence; experience working with underrepresented students and students from at-risk backgrounds is a plus

- Experience with Optitex, Adobe Illustrator/Photoshop, Visual Retailing/CAD software programs considered a plus.
- Experience and understanding of current issues and developments in higher education and best practices for higher education, teaching and learning.
- Outstanding verbal, writing, and presentation skills; must be able to communicate and interact effectively with Mount Mary students, employees, and alumnae
- Ability to facilitate group process and foster collaborative decision making
- Evidence of scholarly/creative activities.

**Qualifications:**

- To perform this job successfully, an individual must be able to perform primary duties satisfactorily. The requirements listed are representative of the knowledge, skill, and/or ability required. Reasonable accommodation may be made to enable individuals with disabilities to perform primary functions.

**Campus and Community Profile**

Mount Mary University is located on a bucolic 80-acre campus of wooded acres and rolling meadows and yet is less than 10 miles from Lake Michigan and the vibrant downtown of Milwaukee. Ranked in 2017 among the **Top 50 Places to Live** by *US News and World Report*, Milwaukee has been described as “big enough for world class arts and professional sports yet small enough to navigate with ease.” Along with rich cultural assets and friendly people, Milwaukee and the nearby charming Village of Wauwatosa, offer a high standard of living with quality housing and diverse economic vibrancy.

**Physical Demands:**

- May be required to lift up to 20 lbs.
- Must reach, bend, stoop, lift
- Must sit, walk or stand
- Some repetitive motion may be required

**Working Conditions:**

- Can be scheduled for up to 40 hours a week
- Varying workflow; sometimes stressful with high workload times of the year
- Complete work required within a limited space
- Complete work required within a limited time

**Mount Mary University** practices equal opportunity employment as part of our ongoing commitment to diversity in our workplace.

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Print Name

Date

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Signature