

Associate Dean - University College - Utah Valley University

Key Roles & Responsibilities:

- Serves University College, on university councils, committees, work groups, and other bodies as assigned.
- Assists the Dean in the oversight and support of department chairs through the planning and development of new courses and curricula, as well as revisions to existing curricula as assigned. Oversees faculty annual reviews, and any issues pertaining to faculty matters.

Required Qualifications:

- Earned doctorate degree from an accredited institution.
- A minimum of three years of effective higher education administrative and leadership experience.

Knowledge, Skills and Abilities:

- Knowledge of current trends and best practices with retention and first-year programming.
- Knowledge and a solid record of ongoing scholarly contributions.
- Knowledge and expertise, educational background, experience, and knowledge of current practices and trends related to any of the following: developmental education, ESL, student success, advisement, and academic support services.

Preferred Qualifications:

- Earned doctorate degree in a discipline associated with those in the College.
- A minimum of three years of effective administrative and leadership experience in higher education, preferably as a department chair.

Pay Range: \$70,015 - \$93,354 DOE

Advertisement Number: ST29817

Open Date: 09/01/2017

Close Date: 9/30/2017

Open Until Filled: Yes