

Assistant Vice President for Academic Success  
Old Dominion University

Direct Link: <https://www.AcademicKeys.com/r?job=224239>

Downloaded On: May. 8, 2024 7:00am

Posted Oct. 23, 2023, set to expire Oct. 31, 2024

<b>Job Title</b>	Assistant Vice President for Academic Success
<b>Department</b>	ADVISING ADMINISTRATION AND ACADEMIC PARTNERSHIP
<b>Institution</b>	Old Dominion University Norfolk, Virginia
<b>Date Posted</b>	Oct. 23, 2023
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Associate Vice-(Provost/Chancellor)
<b>Academic Field(s)</b>	Teaching & Learning Administration - General
<b>Job Website</b>	<a href="https://jobs.odu.edu/postings/19654">https://jobs.odu.edu/postings/19654</a>
<b>Apply By Email</b>	
<b>Job Description</b>	

**Job Summary**

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The Assistant Vice President for Academic Success provides leadership and direction for the Academic Success Center, a student support unit including the Office of Academic Success Initiatives and Support, the Center for Advising Administration and Academic Partnerships, and the Monarch Internship and Co-Op Office. The Assistant Vice President coordinates academic programming with the associate deans, particularly in areas related to undergraduate education. Additional areas of responsibility include broad oversight of the production of the Undergraduate Catalog, the credit course system for the University, maintenance of catalog policies and policy updates, handling of academic complaints by undergraduate students. The position serves on the Provost's Council and Senior Staff for the Office of Academic Affairs.

### Minimum Qualifications

- **Master's degree required in Counseling, Public Administration, or Higher Education, or other discipline with the appropriate practical experience.**
- Excellent inter-personal skills, including public speaking.
- Strong written communication skills.
- Knowledge of counseling and student development theory.
- Minimum of five years progressive work experience in a higher education setting; successful programming and presentation skills; extensive supervisory experience
- Demonstrated working knowledge of academic vocabulary and requirements.
- Effective organizational skills with versatility and problem-solving skills are a must.
- Comprehensive, progressive experience in the management of undergraduate advising, academic success, and learning strategies, including employee supervision and budget management and academic affairs initiatives; Experience leading multiple units.

### Contact Information

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

### Contact