

Dean, School of Interdisciplinary Health and Science
University of Saint Joseph

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Job Title	Dean, School of Interdisciplinary Health and Science
Department	School of Interdisciplinary Health and Science
Institution	University of Saint Joseph West Hartford, Connecticut
Date Posted	Jan. 9, 2018
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Dean
Academic Field(s)	Health Services
Job Website	http://www.usj.edu
Apply By Email	hr@usj.edu

Job Description

Opportunity

The University of Saint Joseph is searching for Dean of a new School of Interdisciplinary Health and Science. This is an exciting opportunity for an adaptive, visionary leader. The ideal candidate is a strong communicator, able to juggle multiple priorities, develop new programs, expand existing programs, and serve as the ambassador and spokesperson for the school.

The Dean in collaboration with the faculty, department chairs and the provost will expand undergraduate programs as the University moves to a co-educational undergraduate environment, create partnerships with the community to enhance the student experience, facilitate grant applications, and collaborate with other Deans and Faculty to help the University achieve its strategic goals. The Dean will also have the opportunity to collaborate with Institutional Advancement on fund raising activities. This is a 12-month appointment.

The Dean will have a broad academic and administrative experience and will have expertise in one or

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more disciplines housed in the School of Interdisciplinary Health and Science: Counseling and Behavioral Studies, Human Development and Family Studies, Nursing, Nutrition & Public Health, Psychology, Criminal Justice and Social Work.

The Dean reports to the Provost and serves as a member of the academic affairs leadership team. As the chief academic officer of the School the dean is responsible for academic programs and policies, budgeting, personnel and planning. The Dean provides leadership for faculty and staff, and promotes a strong vision for current and future direction of the school and its departments. With approximately 55 faculty the school offers bachelors, masters and doctoral programs to over 1100 students. Two Institutes are housed within the School, the Institute for Autism and Behavioral Studies and the Institute for Latino Community Practice.

Key Responsibilities

- Provides leadership in the development, delivery and continuous improvement via program review of academic programs within the School.
- Provides administrative oversight of academic departments in the school.
- Oversees implementation of professional standards based on best practices, and assumes responsibility for obtaining and maintaining both regional and specialized accreditation and complying with state regulations for existing and new programs within the School.
- Provides strategic leadership and oversight for budget and personnel.
- Supervises and mentors department chairs as well as administrative and professional staff.
- Communicates the vision and goals of the School to the community and professional constituencies.
- Collaborates with the office of Institutional Advancement to seek funding to support and expand the activities of the School.
- Promotes the University's and School's multi-dimensional diversity goals.
- Promotes and oversees development, implementation and maintenance of interdisciplinary educational initiatives and programs among departments.
- Actively promotes recruitment and retention of qualified students.
- Collaborates with department chairs, Registrar and the Division of Enrollment Management to develop and approve course offerings ensuring that student needs are met.

Education, Experience and Desired Skills

- Earned doctorate in relevant field.
- Record of distinguished teaching and research.
- Prior academic administrative experience.
- Experience in securing external funding.
- Credentials which merit appointment at the rank of Professor with tenure.
- Collaborative and innovative leader with a commitment to academic excellence.

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- Able to function independently while operating effectively within a team environment.
- Excellent oral and written skills and ability to communicate comfortably with students, colleagues, and external constituents.
- Cultural competency to work with diverse student and/or employee population.
- Exhibits a high level of professionalism, leadership, creative problem solving, diplomacy, negotiation and sales skills, and the ability to manage complex projects with minimal supervision.

About the University of Saint Joseph

The University of Saint Joseph, founded by the Sisters of Mercy in the Catholic tradition, provides a rigorous liberal arts and professional education for a diverse student population in an inclusive environment that encourages strong ethical values, personal integrity, and a sense of responsibility to the needs of society.

The University is consistently cited on the national level for the quality of its academic programs. The University has a long history as a women's college for its traditional undergraduate students. In June 2017 the Board of Trustees voted to move to a co-educational model beginning in fall 2018.

Ideally situated midway between Boston and New York City, the beautiful 84-acre Olmsted-designed campus is one mile from West Hartford's thriving downtown, and provides an array of cultural events, occasions for spiritual development, and fitness and recreational options. The University also has an active presence outside the campus, reaching into the surrounding community through internships, community service projects, new program and partnerships.

Living in West Hartford

West Hartford is a lively small city with shopping, restaurants, entertainment, historic sites, and parks. Great neighborhoods, low crime rates, a safe community, and top schools ensure the town continues to receive recommendations from national publications. Recommendations include CNNMoney.com who ranked West Hartford as one of the "Best Place[s] to Live" in the nation, Kiplinger Magazine rated it as one of the top ten "Great Cities for Raising Families" and Family Circle Magazine ranked it as the sixth best place for families to live.

Apply Online

Salary is commensurate with qualifications and experience.

To apply, please email a cover letter, resume and a list of three to five professional references to hr@usj.edu.

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EEO/AA Policy

The University of Saint Joseph is building a culturally diverse faculty & staff, and strongly encourages applications from female and minority candidates.

Contact Information

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

Contact Human Resources Department
School of Interdisciplinary Health & Science
University of Saint Joseph
1678 Asylum Avenue
West Hartford, CT 06117

Contact E-mail hr@usj.edu