

Dean - School of Arts and Science
American International University, Kuwait

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Posted Jan. 26, 2021, set to expire May 28, 2021

Job Title	Dean - School of Arts and Science
Department	School of Arts and Science http://hr@aiu.edu.kw
Institution	American International University, Kuwait Kuwait City, , Kuwait
Date Posted	Jan. 26, 2021
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Dean
Academic Field(s)	Senior Administration University Administration
Job Website	https://aiu.edu.kw/careers/jobs
Apply Online Here	https://aiu.edu.kw/careers/jobs
Apply By Email	

Job Description

Associate Dean - School of Arts and Science
American International University - Kuwait City
for the 2021-2022 Academic year

American International University (AIU) - Kuwait is a newly established University in Kuwait, with the first student cohort admitted in Fall 2019. AIU offers an American style education, degrees and majors to educate and serve the people of Kuwait as well as international students. The University provides high quality, relevant, and varied educational programs and opportunities for the intellectual, cultural, and personal growth of all members of its community.

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The University values its role as an educational leader that promotes individual development and improves the overall quality of life in a diverse community. It offers academic and professional programs, which lead to baccalaureate degrees in art and design, business, and engineering.

The School of Arts and Science will be hosting the general education program and offering a BS degree in Biotechnology. It is expected to offer more programs at both the undergraduate and graduate levels in future years.

As the chief academic officer for the school, the dean provides strategic vision for and operational leadership of the school. The dean works to advance scholarship, teaching, and civic engagement; encourage distinctive programmatic innovation; enhance excellence through diversity in educational programs and faculty and student recruitment; and link the work of the school's faculty and students to other disciplines, communities, and interests within and outside of the University.

The dean serves as the school's public voice, articulating its contributions to local, regional, and international communities, and pursuing an aggressive development program to build the school's resources. The Dean of the Arts and Science School is responsible for supervising all aspects of the school, including the following:

Full time and adjunct faculty

AIU General Education Program, and all degree programs within the school

Course Scheduling

Curriculum Development

Course and Degree Program assessment

Website maintenance for the School

Searches for new and replacement positions

Budget for the School

Promotion of Research and Scholarship

Maintaining the Advisory Committee for the school

Utilization of his/her demonstrated experience with the American institutional accreditation system and process as well as specialized accreditation systems.

The Dean reports to the Vice President for Academic Affairs and is expected to sit in on all academic meetings with other bodies as appropriate. AIU is a developing university with very dynamic features, it is expected that the dean will take part in the university development.

Minimum Qualifications

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PhD degree in Biotechnology or any field of arts and science from a reputable university;
Documented record of administrative leadership experience;
Minimum of five years of teaching and research at a higher education institute;
Current academic rank of Professor/Associate Professor
Demonstrated record of collaborative decision-making;
Have experience in a multicultural and multi-linguistic environment
Demonstrated experience with budget management;
An entrepreneurial spirit.

How to apply:

To apply for this position, please visit the Job Opportunities section of our webpage and submit your resume and cover letter: <https://aiu.edu.kw/careers/jobs>

Contact Information

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

Contact Human Resources
School of Arts and Science
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Kuwait

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Contact E-mail hr@aiu.edu.kw