

Assistant Vice President and Dean of Students  
Stony Brook University

Direct Link: <https://www.AcademicKeys.com/r?job=154914>

Downloaded On: May. 8, 2021 10:43am

Posted Mar. 2, 2021, set to expire Jun. 30, 2021

<b>Job Title</b>	Assistant Vice President and Dean of Students
<b>Department</b>	Division of Student Affairs
<b>Institution</b>	Stony Brook University Stony Brook, New York
<b>Date Posted</b>	Mar. 2, 2021
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Associate Vice-(Provost/Chancellor) Dean
<b>Academic Field(s)</b>	University Administration
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<b>Apply By Email</b>	
<b>Job Description</b>	

Assistant Vice President and Dean of Students

Who We Are

We, the Division of Student Affairs, are a student-focused organization that aims to empower student success and support personal development. We act daily to create, enhance, and sustain a culture of respect and inclusion in the workplace, focusing on equity and justice in its many forms, including racial, social, and environmental justice. We intentionally and relentlessly pursue excellence through introspection, vulnerability, empathy, compassion, learning, and courage. We value our internal and external partnerships as vital drivers of the ambitious goals we pursue. We celebrate and take pride in the following:

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\* Named one of the "Most Promising Places to Work in Student Affairs" by Diverse Magazine.

\* Serving a highly diverse student body

([\[url=https://apptrkr.com/get\\_redirect.php?id=2171675&targetURL=https://public.tableau.com/views/Enrollment](https://apptrkr.com/get_redirect.php?id=2171675&targetURL=https://public.tableau.com/views/Enrollment)  
style="text-decoration-line: none;]click here for more information)

\* Leading the way as the #1 ranked institution in the AAU and the #3 of all colleges and universities nationally in fostering our students' social mobility.

\* Awarded multiple distinctions including in philanthropic awards, research grants, experiential learning and career development, voter engagement, student engagement, health and wellness practices, and quality of residential life.

([\[url=https://apptrkr.com/get\\_redirect.php?id=2171675&targetURL=https://www.stonybrook.edu/commcms/student-affairs-us.php](https://apptrkr.com/get_redirect.php?id=2171675&targetURL=https://www.stonybrook.edu/commcms/student-affairs-us.php) style="text-decoration-line: none;]Click here for more about Student Affairs.

### Brief Description of Duties:

The Assistant Vice President (AVP) and Dean of Students plays an essential role in creating a sense of belonging and community, and advocating for and responding to the needs of a large, diverse group of 18,000 undergraduate and 8,000 graduate students. The AVP/Dean of Students is a high energy, student-centered individual who is innovative, decisive, proactive, and solution-oriented. The AVP/Dean of Students models the divisional focus on diversity and inclusion, respect, caring, collective engagement, accountability, and professional growth. The AVP/Dean of Students reports to the Vice President for Student Affairs and partners with many administrative units and academic departments.

The AVP/Dean of Students provides leadership and oversight of the following teams in the Division of Student Affairs, each led by an Associate Dean or Director:

\* Multicultural Affairs, including the LGBTQ\* Center and UNITI Cultural Center.

\* Student Life, including the Center for Civic Justice, Commuter Student Service & Off-Campus Living, Fraternity & Sorority Life, Spirit of Stony Brook Marching Band, Student Centers, Student Community Development, Student Engagement & Activities, Student Media and WUSB Radio Station.

\* Student Orientation.

\* Student Support Team & Parent/Family Services.

Required Qualifications (as evidenced by an attached resume):

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Master's degree (foreign equivalent or higher). A minimum of nine (9) years experience in a progressively responsible higher education role within student affairs administration, programming, and outreach with at least three (3) or more years of significant work experience overseeing an area/department. Professional staff supervision experience.

Experience developing and leading strategic initiatives that support student engagement and success. Demonstrated effective problem-solving, crisis management, and conflict resolution skills. Demonstrated strong written and oral communication, presentation, and facilitation skills. Demonstrated success in implementing diversity, equity, and inclusion initiatives. Demonstrated success in cultivating collaborative relationships with diverse stakeholders, including students, faculty, staff, parents, family, and community members.

### Preferred Qualifications:

Doctoral degree (or foreign equivalent) in Student Affairs, Higher Education Administration, Counseling, or a related field of study. Additional years (10+) of current and progressively responsible higher education experience in student affairs administration, programming, and outreach. Extensive high level supervision experience. Experience working in two or more of the functional areas within a typical Student Affairs environment. Experience working in a large public or large private college/university setting.

The AVP/Dean of Students is responsible for the following:

- \* **STRATEGIC LEADERSHIP:** As a member of the Student Affairs senior leadership team, drive the division's achievement of its vision, mission, and goals. Provide leadership and supervision to a large staffing complement, ensuring that annual staff performance programs align with unit and division goals, and that unit goals are achieved. Maximize financial and human resources in support of goal attainment. Develop partnerships internal and external to the division to create a vibrant and student-centered, learning-focused and developmental co-curricular experience. Utilize best practices, trends, and technologies in student affairs administration to establish/adjust policies, processes, and protocols to best serve students.
- \* **INCLUSIVE CAMPUS CLIMATE:** Foster a welcoming and inclusive campus climate for all students during their initial transition to college and throughout their Stony Brook experience. Relate positively to students from a wide variety of cultural and socioeconomic backgrounds. Anticipate and respond effectively to students' needs, including matters involving students' rights and responsibilities. Work with institutional leadership to ensure that policies and procedures align to support diversity, equity, and inclusion.
- \* **COMMUNITY BUILDING & STUDENT SUCCESS:** Lead campus-wide efforts to create community

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and a strong sense of belonging, building students' lifelong identity and pride as Seawolves. Connect students with campus resources that support their success, retention, and graduation. Work collaboratively with student leaders, including the Undergraduate Student Government and Graduate Student Organization. Oversee the Dean of Students Advisory Council.

\* **ADVOCACY, SUPPORT, & CRISIS MANAGEMENT:** Actively engage, listen to, and advocate for student voices and concerns on emerging situations that affect students. Oversee the response to student emergencies, including situations involving a student in crisis or death. Serve as a point of contact for students who wish to discuss issues of harassment, discrimination, or sexual misconduct. Calmly respond to situations with care and concern, and make wise decisions in ambiguous situations. Collaborate with colleagues, campus constituents, and community resources to provide support to affected individuals, groups, or families.

### Special Notes:

This is a Management Confidential position. This is a full time appointment. FLSA Exempt position, not eligible for the overtime provisions of the FLSA. Minimum salary threshold must be met to maintain FLSA exemption.

**Essential Position:** This has been designated as an essential position based on the duties of the job and the functions performed. Positions that are designated as such are required to report to work/remain at work even if classes are cancelled, and the campus is working on limited operations in an emergency.

The AVP/Dean of Students role requires evening and weekend commitments.

Resume/CV and cover letter should be included with the online application.

Stony Brook University is committed to excellence in diversity and the creation of an inclusive learning, and working environment. All qualified applicants will receive consideration for employment without regard to race, color, national origin, religion, sex, pregnancy, familial status, sexual orientation, gender identity or expression, age, disability, genetic information, veteran status and all other protected classes under federal or state laws.

If you need a disability-related accommodation, please call the university The Office of Equity and Access (OEA) at (631) 632-6280 or visit[[url=https://apptrkr.com/get\\_redirect.php?id=2171675&targetURL=https://www.stonybrook.edu/commcms/](https://apptrkr.com/get_redirect.php?id=2171675&targetURL=https://www.stonybrook.edu/commcms/) style="text-decoration-line: none;]



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In accordance with the Title II Crime Awareness and Security Act a copy of our crime statistics can be viewed[url=https://apptrkr.com/get\_redirect.php?id=2171675&targetURL=https://www.stonybrook.edu/police/" style="text-decoration-line: none;] here.

Visit

our[url=https://apptrkr.com/get\_redirect.php?id=2171675&targetURL=https://www.stonybrook.edu/commcms/j here/index.php" style="text-decoration-line: none;] WHY WORK HERE page to learn about the total rewards we offer.

To apply, visit

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### Contact Information

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

### Contact

Division of Student Affairs  
Stony Brook University

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