

Dean - College of Medicine
Ajman University

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Posted Dec. 13, 2024, set to expire Jul. 20, 2025

Job Title Dean - College of Medicine
Department College of Medicine
Institution Ajman University
Ajman, , United Arab Emirates

Date Posted Dec. 13, 2024

Application Deadline Open until filled
Position Start Date Aug. 25, 2025

Job Categories Dean

Academic Field(s) Administration - Academic Unit

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Job Description

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Job Title: Dean - College of Medicine

College: Medicine

Job Purpose:

The Dean serves as the chief academic and administrative officer of the College of Medicine, providing visionary leadership to ensure the academic excellence and professional growth of students, faculty, and staff. The Dean fosters a dynamic learning environment that promotes innovation, research, and community engagement, aligning the College's mission with the broader institutional goals.

Supervision:

The Dean reports directly to the Vice Chancellor for Academic Affairs (VCAA) and is responsible for:

- Ensuring the effective discharge of assigned duties.
- Overseeing the academic, financial, and administrative management of the College.
- Cultivating constructive relationships with internal and external stakeholders.
- Promoting an environment of excellence in teaching, research, and professional service.

Duties and Responsibilities:

The Dean's primary responsibilities include:

Strategic Leadership:

- Develop and articulate a clear strategic vision for the College, ensuring alignment with the institution's mission and goals.
- Lead the development, enhancement, and continuous improvement of academic programs, curricula, and study plans.
- Actively engage faculty, staff, and students in the strategic planning and decision-making processes.

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Academic Excellence:

- Ensure the continuous assessment and enhancement of academic programs through the development of learning objectives, innovative strategies, and feedback mechanisms.
- Lead efforts to secure and maintain national and international accreditations relevant to medical education and healthcare training.
- Foster a culture of academic integrity, innovation, and excellence in teaching, research, and service.

Faculty and Staff Development:

- Provide recommendations on the recruitment, promotion, and retention of faculty and staff to the Vice Chancellor for Academic Affairs.
- Promote professional development opportunities for faculty and staff to enhance their skills and expertise.
- Encourage collaborative and interdisciplinary research among faculty members.

Resource Management:

- Develop and manage the College's budget and allocate resources effectively to achieve strategic goals.
- Oversee the acquisition and maintenance of facilities, equipment, and technology to support teaching, research, and clinical training.

External Relations and Outreach:

- Build and maintain strong partnerships with healthcare institutions, government agencies, and educational institutions locally and globally.
- Facilitate funding and sponsorship opportunities to support research, clinical training, and community healthcare initiatives.
- Represent the College in professional forums, conferences, and community events to enhance its reputation and visibility.

Governance and Collaboration:

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- Actively participate in the Council for Academic Affairs (CfAA) meetings and contribute to institutional initiatives.
- Collaborate with other academic and administrative units to support interdisciplinary programs and initiatives.

Qualifications:

- A doctorate (MD) or equivalent, along with a PhD or Doctorate in a relevant field from a reputable and accredited institution.
- A distinguished academic record, including appointment at the rank of Professor.
- Demonstrated administrative leadership and managerial experience (preferably as a Dean) in a reputable and accredited medical college.
- Proven experience in budget planning, personnel management, and resource allocation.
- Established track record in clinical outreach, fostering partnerships, and securing research funding.
- Extensive clinical experience with renown Board Certification is highly preferred.

Key Attributes:

- Visionary leadership with the ability to inspire and motivate faculty, staff, and students.
- Strong communication and interpersonal skills.
- Commitment to fostering diversity, equity, and inclusion within the College.
- Strategic thinker with a results-oriented approach to problem-solving.
- Passionate advocate for academic excellence, research, healthcare innovation and fundraising.

Contact Information

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

Contact Manar Sadeq, Senior Officer of Academic Affairs
Office of Vice Chancellor for Academic Affairs
Ajman University
P.O. Box 346
Ajman

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