

Position Announcement

University of North Dakota Dean, School of Graduate Studies

As a Carnegie Doctoral Research Institution, the University of North Dakota (UND) takes great pride in its history, world-class programs, and vision for the future. The University's outstanding academic programs at the undergraduate, graduate, and professional levels prepare students for a lifetime of learning, personal fulfillment, and professional success and contribution to society. Enrolling just under 15,000 students (including 3,000 graduate students) from all 50 states, eight Canadian provinces, and more than 50 countries, the University offers programs in aerospace, the arts and humanities, business, education, engineering, law, medicine, nursing, and the sciences. UND is located in Grand Forks, a community-minded college town of over 50,000 on the banks of the beautiful Red River, and is within driving distance of metropolitan Minneapolis and Winnipeg.

Reporting to the Provost/Vice President for Academic Affairs, the Dean provides leadership for the development and implementation of dynamic graduate programs that grow from faculty strengths, that enrich student learning and facilitate collaboration, and that meet regional, national and international needs. The University of North Dakota offers over 100 graduate and professional programs of study. To advance these academic endeavors, the Dean collaborates with college deans, graduate program directors, faculty members, graduate students, and post-doctoral fellows to ensure curricula of superior academic quality and to strengthen recruitment of diverse students who are committed to graduate studies and research. The Dean provides oversight for planning, directing, developing, and evaluating graduate programs (and contributes to undergraduate programs that produce students who are prepared for graduate study), collaborates with other divisions of the University to analyze and develop recommendations in response to evolving graduate education needs, and provides leadership for developing and achieving strategic initiatives.

The Dean implements and administers policies and procedures affecting students including student requests, suggestions, complaints, and grievances, and, more importantly, fosters an environment in which graduate students can engage with one another and with faculty in supportive, dynamic, and synergistic dialog. Specific duties include leading and supervising an office staff of 12-15 employees, facilitating the processes of curriculum development; chairing the Graduate Committee, meeting goals and objectives of the University's strategic vision in regards to graduate and undergraduate education, collaborating with the Office of Research and Economic Development, Office of Admissions, University Registrar, and support service offices, and administering academic program reviews and student outcomes assessments to ensure the effectiveness and quality of current and proposed graduate programs. The new Dean will instill a vision for the university in the critique and production of knowledge and encourage interdisciplinary collaboration across the arts, humanities, social sciences, sciences and professional programs. This vision will bring leadership to developing cutting edge programs and ensuring best practices.

The successful candidate will hold a terminal degree and will be able to demonstrate managerial leadership, strategic planning ability, and experience working in graduate, professional programs, and/or continuing education. The candidate must have academic accomplishments that would merit appointment at the professor level. A strong commitment to faculty engagement and shared governance, and a sincere appreciation for process and dialogue is desired. Strong program assessment and marketing skills, complemented with excellent communication and relationship-building abilities are necessary for success. A dedication to and understanding of the enhancement of the graduate student experience, an understanding of graduate program reviews, and the ability to think critically and creatively about interdisciplinary curriculum development will be important considerations in the selection of the Dean. The Dean will also be able to demonstrate an understanding of the principles of diversity with the ability to enhance an inclusive university community. Experience facilitating the

creation of new and innovative programs and services, building consensus and influencing decision-making, and setting priorities and managing resources within the context of a changing organization are also important qualities for leading the School of Graduate Studies.

Review of applications will begin February 15, 2016, and will continue until the position is filled. Full consideration will be given to applications received by the review date. A resume with an accompanying cover letter may be submitted via the Spelman Johnson website at www.spelmanandjohnson.com/open-positions. Nominations for this position may be emailed to Peter Rosenberg at pwr@sjgsearch.com.

Spelman Johnson

UND – Dean, School of Graduate Studies
Peter W. Rosenberg, Senior Associate

Visit the University of North Dakota website at www.und.edu

The University of North Dakota is an Affirmative Action/Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin. Women, minorities, veterans, and individuals with disabilities are encouraged to apply. Applicants are invited to provide information regarding their gender, race and/or ethnicity, veteran's status and disability status on the form found at <http://und.edu/affirmative-action/apcontrolcard.cfm>. This information will remain confidential and separate from your application.

North Dakota veterans claiming preference must submit all proof of eligibility by the closing date. Proof of eligibility includes a DD-214 and if claiming disabled status, a current letter of disability (less than one year old) from the Veterans' Administration. Please upload the DD-214 and other veterans' preference qualifying documentation through the form found at <http://und.edu/affirmative-action/apcontrolcard.cfm>.

The University of North Dakota determines employment eligibility through the E-Verify System. This position is subject to a criminal history background check.

The University of North Dakota complies with the Jeanne Clery Disclosure of Campus Security Policy & Campus Crime Statistics Act. Information about UND campus security and crime statistics can be found at http://und.edu/discover/_files/docs/annual-security-report.pdf.

Any submission regarding this opening is subject to the North Dakota Open Records laws. The names of all candidates and nominees are a matter of public record under the statutes and policies of the State of North Dakota.