

Dean, School of Education - 118200
University of West Florida

Proposed Start Date: August 8, 2024

Job Summary:

The University of West Florida seeks a full-time Founding Dean of the School of Education (SOE) who possesses a collaborative and transparent leadership style, appropriate administrative skills, and a vision to elevate the School. The SOE offers undergraduate, graduate, and doctoral programs in education and instructional design and performance technology. The Dean is responsible for all areas of SOE administration and operations including, but not limited to, the coordination of academic programs, curricula, and state and national (CAEP) accreditation; student recruitment, retention, and graduation; faculty and staff recruitment, retention, and evaluation; strategic budgeting and resource allocation; coordination of external fundraising, grants, and contracts; and management of facilities and equipment. Reporting to the Provost, the Dean is a 12-month administrative position. The School recently increased its academic offerings as part of the recent campus-wide academic reorganization, and the Founding Dean will have a tremendous opportunity to grow the school's overall portfolio.

Position Qualifications:

Doctorate degree in education, instructional technology, or a closely related field. Earned tenure and promotion in rank in the field of the doctorate. Successful administrative experience in higher education with a demonstrated record of budget administration, comprehensive academic planning, and evaluation and supervision of faculty, staff, and programs. At least one position held for a period of not less than three consecutive years. A successful track record demonstrating an ability to work effectively in an environment of shared governance that relies on collegiality and consultative decision-making. Experience in and knowledge of processes planning and policy implementation related to accreditation are required.

- A record of excellence in teaching, scholarship, and service to qualify for appointment at the rank of tenured full professor within the School.
- Demonstrated record of leadership in higher education which includes evaluation and supervision of faculty, staff, and programs.
- Demonstrated record of fundraising and establishing partnerships with various local and regional stakeholders (e.g., PreK-12 institutions, service agencies, businesses, and colleges/universities).
- Experience with university, state, and national accreditation and assessment processes.

Preferred Qualifications:

- Experience with budget management, resource allocation, strategic planning, and faculty recruitment and retention;
- Experience with enrollment management;
- Experience fostering student-centered learning environments;
- Demonstrated record of promoting excellence and innovation in the areas of teaching, creative and scholarly activities, and service;
- Demonstrated record of supervising doctoral students, faculty, and programs; and Familiarity with statewide performance-based funding metrics.

Salary: Commensurate with education and experience.

Candidates must apply online through the University of West Florida website:

<https://careers.uwf.edu>. Applicants are required to attach a CV, cover letter (letter of interest), and contact information for five references. References will be contacted upon submission of this application. An opportunity to upload these documents will be provided during the application process. For assistance, please contact Human Resources at 850-474-2694 or email jobs@uwf.edu.

Preferred response date for applications is May 21, 2024; however, applications will be received until the position is filled.

EOE