

Class Code:.....0475
Position #: (NUNC).....
Developed by:.....SG
Reviewed by:.....JL
Approved by:.....LK
Date:5/87,10/00

UNIVERSITY OF RHODE ISLAND
Position Description

TITLE: Dean, Human Science and Services
DIVISION: Academic Affairs
REPORTS TO: Provost
GRADE: 22
SUPERVISES: Professional, technical and clerical support staff

BASIC FUNCTION:

Provide leadership in developing and implementing a shared vision for the College of Human Science and Services which comprises a diverse range of disciplines including: Communicative Disorders; Education; Human Development and Family Studies; Physical Education and Exercise Science; Textiles, Fashion Merchandising and Design; Dental Hygiene; Physical Therapy; and a number of interdisciplinary programs. Responsible for the development and management of the College's programs in teaching, research and service. Actively work to support and build the College and its programs through advocacy and the solicitation of financial support from both public and private sources. Work closely with the faculty to create linkages and opportunities between the College and the community that enhance the mission of the College. Provide leadership in areas related to the University's commitment to its focus area of children, families, and communities.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Provide vision to enable the College to move forward in pursuit of excellence.

Effectively represent and advocate for the diverse constituencies within the College.

Responsible for the overall quality of the undergraduate and graduate programs, including collaboration with appropriate accrediting agencies.

Provide leadership and support to faculty in attaining their academic and professional goals in teaching, research/scholarship, service and outreach.

Make effective use of organizational systems to manage the day-to-day activities of the College.

Develop and support fundraising activities to assist the College in carrying out its missions.

Promote a climate that facilitates and celebrates diversity in the College, University and general community.

Actively represent the College by developing effective relationships on a local, state, national and international level.

Demonstrate personal and intellectual integrity.

OTHER DUTIES AND RESPONSIBILITIES:

Serve as a member of the Council of Deans.

Within area of responsibility, oversee adherence to rules, regulations and procedures mandated and/or recommended by the NCAA and the University.

Perform other duties as assigned.

LICENSES, TOOLS AND EQUIPMENT:

Personal computers, printers, word processing, database management and spreadsheet software.

ENVIRONMENTAL CONDITIONS:

This position is not substantially exposed to adverse environmental conditions.

QUALIFICATIONS:

REQUIRED: Earned doctorate in a relevant field from an accredited institution of higher education; record of teaching, research/scholarship and service that will qualify the individual for appointment to the rank of tenured Full Professor; prior administrative experience; commitment to fundraising as evidenced by participation in or coordination of such activities; demonstrated sensitivity to diversity, particularly to issues related to women and minorities; record of participation in relevant professional/academic organizations; proven ability to interact successfully with individuals, institutional units and the public; demonstrated vision, determination, and leadership. PREFERRED: Minimum of three years' administrative experience in higher education, comparable to department chair or above, with a record of increasing responsibility; demonstrated commitment to interdisciplinary research or service/outreach.

ALL REQUIREMENTS ARE SUBJECT TO POSSIBLE MODIFICATION TO REASONABLY ACCOMMODATE INDIVIDUALS WITH DISABILITIES.