



Dean of the College of Leadership and Social Change

(www.carlow.edu)

Built on the entrepreneurial spirit of its founders, the Sisters of Mercy, Carlow University has stayed true to its roots by engaging its diverse community in a process of life-long learning, scholarship, and research.

Under the leadership of a new president and with faculty engagement, the institution recently underwent an academic reorganization resulting in the formation of three new Colleges that will prepare students to thrive in the ever-changing global workplace. As a result of reorganization, **Carlow University is accepting nominations and applications for the founding Dean of the College of Leadership and Social Change.**

As chief academic and administrative officer of this new College, the inaugural dean will help to implement and fulfill the vision, mission, and strategic plan of Carlow University by leading and inspiring the faculty, staff and students in the College in building on a strong transformational education through entrepreneurial and innovative programs to keep pace with regional, national and global workforce needs.

Reporting to the Provost, this is an exceptional opportunity for a visionary leader to play a critical role in growing Carlow's academic excellence. The successful candidate should have a deep understanding of the current national and regional higher education landscape particularly as it relates to the College's programs; and possess a strong commitment and understanding of the mission of the College.

Position Responsibilities (include, but not limited to):

- Leads and ensures the overall quality of the academic enterprise within the college.
- Represents the College to external constituencies and actively participates in donor cultivation and fundraising.
- Collaborates with the Provost and other deans to achieve institutional and College goals.
- Interacts with students to create a positive learning environment in which policies are implemented with fairness and attention to student development.
- Teaches a course each semester.
- Oversees the preparation and monitoring of budgets for all academic units within the College, ensuring that they are aligned with strategic priorities and fiscal realities.
- Promotes and supports the professional development of faculty including faculty engagement with scholarship and research.
- Responsible for selection and evaluation of faculty to ensure instructional effectiveness.
- Develops and implements new curricula, programs, partnerships and/or modes of delivery with faculty that address areas of need in the fields represented within the College.

- Promotes a culture of planning and continuous assessment to improve student learning and ensure institutional effectiveness.
- Fosters relationships and cultivates partnerships with colleagues in the local, regional, national, and international areas to recruit students, remain current in educational trends, and to develop Carlow's academic and collegial reputation.
- Maintains compliance with accreditation requirements and ensures approval of all accredited programs.
- Works in collaboration with appropriate offices to market programs and recruit students for all academic departments and programs within the College.
- Handles all faculty and staff personnel issues in accordance with established policies and with attention to due process and fairness.

Required qualifications, skills and accomplishments:

- Doctorate or terminal degree;
- Experience as a full-time faculty member with at least five years of teaching in a baccalaureate, master's, or doctoral program;
- Demonstrated record of leadership and supervision of faculty, service, and scholarship in a related academic program that meets associate or professor rank and tenure criteria;
- Experience with digital learning;
- Experience teaching in or leading graduate programs.

The College of Leadership and Social Change is comprised of many diverse departments and programs offering undergraduate programs in: Accounting and Forensic accounting, Business Management, Management in Health Services, Human Resources Management and Technology, Psychology, Social Work, Political Science, Criminal Justice, Sociology, and Communications; Master's programs in: Business Administration, Fraud and Forensics and Professional Counseling; and One Doctoral program in Counseling Psychology. In addition, the Service Learning program and the Hopkins Communication Lab are housed in this College.

About Carlow University

Founded by the Sisters of Mercy in 1929, Carlow University is a private, Catholic, master's comprehensive institution grounded in the liberal arts, engaging its diverse community in a process of life-long learning, scholarship, and research. Guided by a new strategic plan that builds on the institution's strong heritage and history of innovation, Carlow University's vision is to be a preeminent, innovative, Catholic university, renowned for providing transformational learning experiences in which students realize their full potential and become career-ready ethical leaders committed to a just and merciful world.

About Oakland, PA

Carlow University is located in the Oakland neighborhood of Pittsburgh and it is the academic, cultural, and healthcare center of the city. Oakland is Pennsylvania's third largest "Downtown". The neighborhood is urban and diverse and is home to several universities, museums, and hospitals, as well as an abundance of shopping, restaurants, and students. Carlow is just 10 minutes from downtown Pittsburgh. The metropolitan center of Western Pennsylvania and one of the country's largest corporate headquarters.

Carlow University is being assisted by the partners of **Hyatt - Fennell**. Nominations and application materials should be submitted to: **Cheryl Hyatt at CarlowLeadership@hyatt-fennell.com**. Please indicate the position in the subject line. Applications include a letter of interest, a current résumé, and complete contact information for five professional references. **Application deadline is December 5, 2014**. All applications and nominations will be considered highly confidential. Anticipated start date is July 1, 2014.



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Carlow University is an Affirmative Action/Equal Opportunity employer by choice. We value diversity and we are committed to the recruitment of underrepresented groups.

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