DEAN OF STUDENT SUCCESS – TERRACE, BC

Coast Mountain College (CMTN), Terrace campus, invites applications for an exciting opportunity for an experienced professional to fill a key administrator position as the Dean of Student Success. This management role has four main areas of responsibility:

1. Excellence in learner supports, including educational advising and accessibility;
2. Successful domestic, international, and Indigenous student recruitment;
3. Robust, intentional, measured student life on and off campus, including housing and other assets; and
4. Exceptional learning and teaching guidance and support in both curricular and co-curricular environments.

Guiding these priorities is the institutional Student Enrolment Management (SEM) plan, which the Dean is responsible for successfully implementing and monitoring. The Dean also has oversight over the Centre of Learning Transformation, the Wellness Centre (2021), and the Welcome Centre (2022).

The Dean of Student Success reports to the Vice President Academic, Students, and International. The Dean leads a team that includes the Manager of Student Recruitment, the Manager of Campus Community, the Manager of Learner Services (Prince Rupert campus), and the Associate Dean of Learning and Teaching. Staff reporting into this role are located at the Terrace, Prince Rupert, Hazelton, and Smithers campuses.

Duties:

The Dean needs to be a strategic thinker with excellent communication and demonstrated leadership skills. The College has launched an ambitious strategic plan to become the college of choice for experiential place-based learning. To accomplish this, the Dean must be able to live and lead the college values of Adventure, Transformation, and Integrity. Candidates with experience working with Indigenous communities are preferred.

Northwest BC is a great place to live and work. Not only are there mountains, glaciers, rivers and the ocean that can be explored all in one day, the culture and history of the area is fascinating and unique. We are proud of the work we do and where we do it and invite potential applicants to look at our videos and stories available on Youtube, Instagram, and Facebook. We also strive to maintain a healthy work/life balance. Our faculty and staff can be seen out on the ski hills, the rivers, the trails and the ocean enjoying this amazing place. The Dean of Student Success must reside full-time in Terrace, BC.

Qualifications and Skills:

- A completed Master’s degree in a relevant area of study, with evidence of continued professional development, particularly learning that is aligned with student development
- Three or more years leading in a unionized public post-secondary institution
- Knowledgeable of the ingredients of student success and retention, particularly as they apply to a rural, smaller institution
- Experience with student support, student advising, and teaching excellence at the post-secondary level preferred
- Knowledge of and experience in domestic, Indigenous and international student recruitment as well as of strategic enrolment management (SEM)
- Significant budget planning and management experience
- Strong leadership qualities and skills appropriate to a senior management position including the
management, development and motivation of both teams and individuals to inspire and measure high performance.

To apply to this role, please send a cover letter detailing which of the 94 Calls to Action you see this role best positioned to champion institutionally and an up-to-date resume. Additional application materials will not be viewed at this time.

_Respond in confidence by submitting a cover letter and current resume and quoting competition #21.088M to:_ Coast Mountain College, Human Resources & Payroll Department
Email: apply@coastmountaincollege.ca

_Note:_ Only complete applications (with a cover letter and resume included) received to the above noted email address will be considered.

_CMTN provides quality learning experiences that help prepare our students for successful, positive futures. We celebrate the diversity of our northern and Indigenous populations and reflect this diversity in our programs, services and workforce. In accordance with CMTN's strategic plan, we encourage applications from Indigenous individuals._

We thank all applicants for their interest; however, only those selected for an interview will be contacted.

_Closing Date:_ This competition will close June 30th, 2021.