

Dean, Faculty of Arts

Concordia University of Edmonton (CUE) is a boutique university, small enough where every student is essential yet large enough for a global outlook. We are constantly seeking the right balance between teaching and research, between specialization and adventurousness. Our ultimate goal has not changed since 1921: to be more than students and professors, to create a community of active citizens, of good and honourable people.

CUE is committed to fostering a diverse, equitable, and inclusive environment for work, study, and living. We actively promote dignity for all, rejecting action and language that are harmful to mutual respect.

CUE is a rapidly evolving institution, aiming to become Canada's pre-eminent small university, and are currently seeking candidates for the position of Dean, Faculty of Arts. This renewable term position, which offers substantial opportunities to lead and grow an already successful Faculty in alignment with the 2018-2023 Academic Plan https://concordia.ab.ca/wp-content/uploads/2019/01/CUE_AcademicPlan-Spreads-Digital_FINAL.pdf and the Strategic Research Plan <https://concordia.ab.ca/research/research-at-concordia/strategic-research-plan/>, is available to begin **July 1, 2022**.

The Faculty of Arts is the largest Faculty on campus, comprising the following departments: Fine Arts, Literature and Language, Philosophy and Religious Studies, Psychology, and Social Sciences. Students may take a range of undergraduate degrees, with each department offering 4-year majors, 3-year concentrations and minors. CUE students also have a unique international dual degrees option, and our university's first doctorate (in Applied Psychology) is welcoming its inaugural cohort in Fall 2021. Further information about the Faculty can be found here: <https://concordia.ab.ca/arts/>

Reporting to the Vice-President Academic and Provost, the Dean, Faculty of Arts will promote a high standard of instruction, research, and community service in the context of a collaborative environment growing the diversity of our faculty members, staff, and students.

Responsibilities:

- Manage the day-to-day operations of the Faculty. Such activities include:
 - Lead and mentor direct reports (department chairs, administrative assistant),
 - Recruit qualified sessional instructors to complement faculty,
 - Respond to student concerns and issues, and
 - Serve as budget control officer for the Faculty;
- Support the research activities of faculty members in support of the academic mission;
- Develop new programs at both the undergraduate and graduate levels;
- Develop and nurture partnerships with external stakeholders such as other post-secondary institutions, international partners, not-for-profit organizations, individuals, accrediting bodies, and all levels of government;

- Actively participate and collaborate as a member of senior management in the leadership of the Faculty and institution;
- Lead in a diverse and changing environment while engaging others in shaping that environment; and
- Provide regular updates, including written reports and data collection, to the Vice-President Academic & Provost, and senior administration.

Qualifications:

- A doctorate (or terminal degree in the field) in a related discipline, with a solid record of success as both instructor and researcher, and a background that qualifies for an academic appointment with the rank of Associate or Full Professor;
- An understanding of program development, review, and renewal;
- Strong leadership and interpersonal skills;
- A critical thinker with the ability to thrive in a collaborative, diverse environment;
- Effective strategic planner, with strong organization and process skills;
- Excellent listening, oral, and written communication skills;
- A solid record of building relationships with external and internal partners, with evidence of having built opportunities for potential sources of funding and support; and
- A highly engaged leader who seeks out opportunities, develops new possibilities, and implements them effectively.
- Knowledge of Concordia University of Edmonton's culture, opportunities, and stakeholders would be considered an asset.

Interested individuals may contact Dr. Valerie Henitiuk, Vice-President Academic & Provost for further information at vpacademic@concordia.ab.ca.

Application Date: Applications will be accepted until **October 31, 2021**.

Please forward your complete application package as specified below. **Application packages** to include:

- Curriculum vitae;
- A statement of citizenship/immigration status;
- Transcripts of all graduate-level courses;
- A list of refereed publications (or, in performative fields, the equivalent);
- A teaching portfolio, including a statement on teaching philosophy;
- A statement describing past experience in activities that promote diversity and inclusion, broadly understood, and/or plans to make future contributions; and
- The successful candidate must be able to provide a satisfactory Criminal Records Check.

Please forward a complete application package to CUE Human Resources at careers@concordia.ab.ca.

Note - shortlisted candidates will be requested to provide three confidential professional and/or post-secondary letters of reference.

Concordia University of Edmonton encourages applications from members of racialized groups, visible minorities, First Nations, Métis, Inuit, and Indigenous persons, persons with disabilities, women, persons of any sexual orientation or gender identity and expression, and others who may support a diversity of perspectives at CUE. All qualified candidates are encouraged to apply; however, Canadian citizens and permanent residents will be given priority. We thank all applicants for their interest; only those selected for an interview will be contacted.