

Assistant Vice-Provost & Registrar

As Atlantic Canada's leading research university and the region's only member of the U15 group of major Canadian research institutions, Dalhousie University is a vibrant hub with regional, national and global impact, recognized for the outstanding quality of its research and innovation. Through its academic mission of teaching and learning, research, and service, Dalhousie is a driver of the region's intellectual, social and economic development and makes a lasting impact on our world. The University attracts over 19,000 high-achieving, motivated and engaged students from around the world to its four campuses. Dalhousie's 6,000 faculty and staff foster a diverse, purpose-driven community – one that spans 13 faculties and conducts more than \$150 million in annual research. In its more than 200 undergraduate and graduate programs, Dalhousie provides a unique, interactive and collaborative environment for creating and sharing knowledge, supported by research funding from governments, industry and nongovernmental organizations.

Having recently celebrated 200 years of achievement, Dalhousie is inspired by its past and excited about the future. At the dawn of its third century, Dalhousie is more relevant, more connected, and more vibrant than ever – a force of positive impact locally, nationally, and globally.

Reporting to the Vice-Provost Student Affairs, the Assistant Vice-Provost (AVP) & Registrar plays a key strategic leadership role within the University, with a direct role in shaping the vision for, and executing on, the university's strategic enrolment management plan. The incumbent will lead the development of national and international recruitment strategies, will be fully aware of trends within post-secondary education provincially, nationally, and internationally that impact the registrarial and recruitment functions, and will understand how these changes impact administrative functions within a university. The AVP & Registrar will also work closely and collaboratively with faculty, students, and other senior leaders within key stakeholder groups, including all 13 faculties, Communications and Marketing, Information Technology Services, Dal Analytics, Senate Committees and the University of King's College to continually improve registrarial and enrolment support service provision. The AVP & Registrar will leverage institutional data to drive strategic, evidence-based policies and plans. As the institution's custodian for academic standards, the AVP & Registrar will ensure the highest level of integrity and adherence to academic policies set by Senate.

As the ideal candidate, you are a skilled strategic leader who has proven your ability to lead change initiatives and build high-functioning relationships with a diverse group of faculty, students, staff, and administrators and to successfully work across academic and administrative units and campuses. You are a true collaborator with a track record of success in progressively senior roles in a post-secondary environment. You understand the complexity and broad scope of registrarial functions within a post-secondary environment and you know how to successfully motivate, develop and empower your team. Creative, solutions-oriented, and forward-thinking, you are highly attuned to emerging post-secondary trends, technologies and effective strategic enrolment management strategies, and are always identifying new opportunities to advance your institution.

If you are interested in this full-time, continuing position in Halifax, with a competitive salary and benefits package, submit your resume online at <http://www.kbrs.ca/Career/12833> or contact Anna Stuart or Nick Little at 1.902.422.1542.

Dalhousie University is committed to fostering a collegial culture grounded in diversity and inclusiveness. The University encourages applications from Aboriginal people, persons with a disability, racially visible persons, women, persons of minority sexual orientations and gender identities, and all candidates who would contribute to the diversity of our community.

Applications must also include a completed Self-Identification Questionnaire, available at www.dal.ca/becounted/selfid. For more information, please visit www.dal.ca/respect.