



## ASSOCIATE DEAN, SCHOOL OF BUSINESS - Competition Number 19-20

The School of Business invites applications for an Associate Dean position at Kwantlen Polytechnic University (KPU). This will be a 3 year term.

KPU is a regionally focused, teaching-led institution. Situated in Metro Vancouver. KPU is a multi-sector university offering a wide array of undergraduate degree programs, trades and technology programs, and one and two-year certificate and diploma programs to over 7,500 students on campuses in Surrey, Richmond, Langley and Cloverdale.

KPU's School of Business is the second largest business school in Western Canada—consisting of over 255 business faculty and over 7,300 total students annually who are enrolled in one of the 16 available program options. Awarded international accreditation by the Accreditation Council of Business Schools and Programs (ACBSP), KPU's School of Business meets the rigorous educational standards established by ACBSP and stands out as one of the few internationally accredited business schools in B.C. The School of Business is seeking an Associate Dean to join the team in helping shape the School and the institution during a period of continued dynamic growth and change.

Reporting to the Dean, the Associate Dean will have responsibilities for the undergraduate, post baccalaureate and graduate diploma programs including:

- Providing leadership and engaging departments in collaborative long-term planning to ensure that School and KPU's objectives are achieved,
- Overseeing and supporting program and curriculum excellence through development, review and revision processes,

- Supporting the development and review of educational plans for the School of Business,
- Supporting the external accreditation process and internal program review process,
- Supporting the development of key learning initiatives across the School of Business,
- Conducting the faculty/instructor performance review process,
- Participating and chairing on Faculty Search Committees and providing leadership and guidance for the search,
- Monitoring and supporting student recruitment, progression, completion, and alumni engagement,
- Supporting student engagement and a quality education experience,
- Representing the School of Business on internal and external committees and boards,
- Encourage and support faculty member interest in applied research;
- Supporting the Dean and faculty members to actively develop community partnerships, seek grants and externally funded opportunities for community partnership programs,
- Representing the Dean at various internal and external committees, boards and events when needed
- We seek an exceptional individual with demonstrated ability to exercise initiative and play a key leadership role in the School of Business. The successful applicant will have the following qualifications:
  - An MBA or related Master's degree is required.
  - At least five (5) years of teaching experience in a post-secondary environment is required, including significant committee work
  - Minimum of five (5) years industry experience, management experience with progressive leadership responsibility an asset
  - Demonstrated ability to provide leadership and direction, analyze situations and develop effective solutions,
  - Outstanding interpersonal communication skills and a record of effective working relationships,
  - Experience managing and working in a unionized environment, academic setting preferred,
  - Demonstrated ability for coaching, mentoring and supportive collaboration with those they lead
  - Knowledge of academic programs, and a commitment to academic excellence; ability to advance the quality and content of programs, courses, initiatives and the student learning experience,

- Strong organizational skills applicable to operational and logistical tasks,
- Knowledge of budgeting and employee management processes.

Please click [here](#) for the job description.

In addition to a competitive salary, KPU offers a generous vacation entitlement as well as a competitive benefits package that includes medical, dental, extended health benefits, an annual health care spending account, life insurance, AD&D, and a defined benefit pension plan. The incumbent will be eligible for professional development opportunities.

To indicate your interest in available positions, please click the following email link which will pre-fill information necessary to process your application: [employ@kpu.ca](mailto:employ@kpu.ca)

Please include an application cover letter and current resume in order to be considered for this opportunity.

A review of candidates will begin in Sept 16, 2019, however, this position will remain open until filled.

### **Important**

To help us process your application as quickly as possible, ensure your email subject line is written using the following format: Last Name-First Name, Competition Number XXXX. For example, "Doe-John, Competition Number XXXX"

Please submit a separate email and resumé for each competition to which you are applying. Ensure you have clearly marked each email and resumé with your last name, first name, and the appropriate competition number.

*The University welcomes and encourages applications from women, members of racialized groups/visible minorities, Indigenous persons, persons with disabilities, persons of any sexual orientation, and persons of any gender identity or gender expression. If you require an accommodation through our hiring process, please include your request in the application email.*

*We thank all applicants for their interest in employment with KPU. Only those selected for an interview will be contacted.*

*Kwantlen Polytechnic University is committed to protecting the safety and welfare of employees, students, and the general public, and upholding the reputation and integrity of the University. For this reason, final applicants will be asked to undergo a background check.*

*All qualified candidates are encouraged to apply; however Canadians and permanent residents will be given priority.*