



**AUGUSTA**  
**UNIVERSITY**

# Position Specification

Associate Dean  
Academics and Research  
College of Education

December 2019

## The Opportunity

[The College of Education](#) seeks an Associate Dean for Academics and Research to oversee undergraduate and graduate curricula and provide leadership and strategic vision to the College's research mission. The Associate Dean position reports to the Dean and serves as a member of the College leadership team. This position is a 12-month, tenure-track appointment.

The College of Education (COE) at Augusta University encompasses three departments: Advanced Studies and Innovation, Kinesiology, and Teaching and Leading. The Georgia Professional Standards Commission (GaPSC) and the Council for Accreditation of Counseling and Related Educational Programs (CACREP) respectively, approve all educator preparation and counselor education programs.

### Reporting Relationships

**Reports to:** Dean, College of Education

**Partners with:** Campus Researchers and University Leaders

**Relates to:** College of Education Department Chairs and Assistant/Associate Dean

## Qualifications

- An earned doctorate from an accredited college/university in one of the college program areas or a closely related field.
- Minimum of five years of college/university teaching experience as an Associate Professor or higher.
- Established record of teaching, scholarship, and service meriting appointment as an Associate Professor or higher with tenure in one of the College's three departments.
- Outstanding communication skills which include written, oral, listening, and public speaking ability.
- Strong leadership, collaboration, and supervisory skills.
- Commitment to international opportunities for students and faculty.
- Technology competence.

### Preferred Qualification:

- Experience with the development and implementation of doctoral programs (Ed.D, and/or Ph.D).
- Focused program of research in a field of education and history of grant support.
- Experience with the development and delivery of undergraduate and/or graduate programs.
- Experience with unit assessment and accreditation work.
- Experience with P-12 partnerships.
- Knowledge of and understanding of the Carnegie Project on the Education Doctorate (CPED) framework.

The Associate Dean should be a strategic thinker, a visionary leader who thrives in a challenging environment and is clearly aligned with the Augusta University values of:

- **Collegiality** – reflected in collaboration, partnership, sense of community, and teamwork.
- **Compassion** – reflected in caring, empathy, and social responsibility.
- **Excellence** – reflected in distinction, effectiveness, efficiency, enthusiasm, passion, and quality.
- **Inclusivity** – reflected in diversity, equality, fairness, impartiality, and respect.
- **Integrity** – reflected in accountability, ethical behavior, honesty, and reliability.
- **Leadership** – reflected in courage, honor, professionalism, transparency, and vision.

The ideal candidate will have these attributes:

- Successful academic administrative experience.
- Proven success in a comprehensive research university setting.
- Ability to forge and reinforce effective relationships with internal/external constituencies.
- Experience in working with an executive leadership team in effective and efficient strategy and management.
- Experience with doctoral programs.
- Experience in program and curricular development, budget and personnel management, student recruitment and retention, grant writing, and assessment.
- Demonstrated record of respect for and interest in working with people from all backgrounds.
- Ability to build and lead a productive team.
- Proven track record as a problem solver and the ability to implement innovative solutions to contemporary challenges.
- A proven leader capable of mentoring and supporting faculty, particularly in research.
- Comprehensive and broad understanding of current trends in higher education.
- Experience using learning management systems (ex. Desire2Learn) and assessment technology (ex. Chalk and Wire) to support student academic success.

The ideal candidate will be someone who is:

- Creative
- A holistic and analytical thinker
- Passionate
- A risk-taker
- Ethical
- An advocate
- An innovator

## Responsibilities

- Oversees curriculum development, program assessment, and quality management of all undergraduate and graduate degree and certificate programs.
- Monitors admissions and retention for all undergraduate and graduate programs in the College.
- Serves as a liaison to other officers of the university and represents the College in all official communications with senior leaders and educational partners.
- Serves as the primary contact with the Graduate School, serving on the Graduate Council, the Graduate Curriculum Committee, and the Criminal History Background Review Committee.
- Collaborates with other members of the COE Administrative Team in leadership and management of College operations. Responsibilities include strategic assessment, planning and resource allocation, design and execution of faculty support systems, and implementation of continuous quality improvement processes.
- Oversees all Memorandums of Understanding (MOU's) in the COE.
- Maintains and improves the infrastructure needed to support faculty and student research.
- Promotes the development of interdisciplinary programs of research.
- Provides mentoring and support to promote the career advancement of College faculty and assists in identifying resources to foster continued growth and development.



## About Augusta University

Home to four campuses in Augusta and various satellite locations across Georgia, Augusta University, one of 26 institutions within the University System of Georgia, is at the forefront of groundbreaking research focused on improving and enriching the human experience.

Offering undergraduate programs in the liberal arts, sciences, business and education as well as a full range of graduate programs and hands-on clinical research opportunities, Augusta University is Georgia's innovation center for education and health care.

The combination of nationally ranked business and nursing schools as well as the state's flagship public medical school and only dental school makes Augusta University a destination of choice for the students of today and the leaders of tomorrow.

### Colleges, Schools and Libraries

With locations throughout Augusta and at satellite campuses in Athens, Albany, Rome and Savannah, Augusta University's 10 colleges and schools have a truly statewide impact in Georgia.

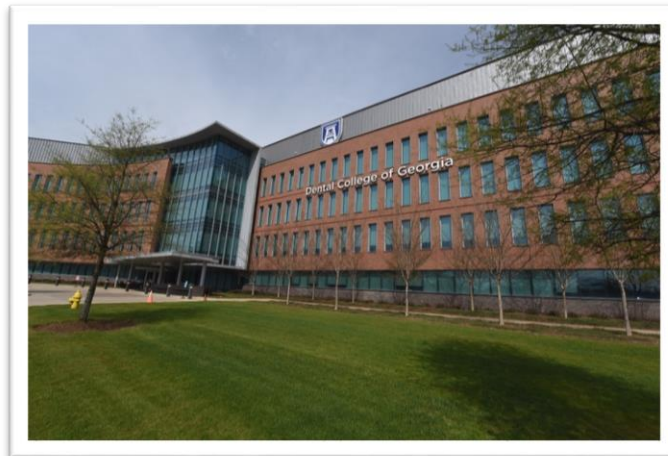
Home to the [Medical College of Georgia](#), the nation's eighth-largest and 13th-oldest medical school, the university's Health Sciences Campus is at the forefront of health care innovation. Located in beautiful downtown Augusta and housing the state's largest [College of Nursing](#), the comprehensive [College of Allied Health Sciences](#), [The Graduate School](#) and the state's only dental school, [The Dental College of Georgia](#), the Health Sciences Campus is also home to the state's only public academic medical center.



The historic Summerville Campus, which was built in and around a former United States arsenal and is home to the University's liberal arts curriculum. In the shade of ancient trees, professors from the [Katherine Reese Pamplin College of Arts, Humanities and Social Sciences](#); the nationally ranked [James M. Hull College of Business](#); the [College of Education](#); and the [College of Science and Mathematics](#) prepare students for a lifetime of critical thinking, creativity and entrepreneurial success.

Opened in 1991 on AU's Forest Hills campus, Christenberry Fieldhouse houses 11 of the Augusta Jaguars' 13 competition sports. In addition to housing all administrative and support staff for the [Augusta University Department of Athletics](#), CFH also houses the College of Education's [Department of Kinesiology](#). The Forest Hills Campus, on which CFH is located, also houses a full-size golf course, baseball, softball and soccer fields and serves as the home of the Jaguars' nationally recognized NCAA Division I golf team.

Nestled along the Savannah River, the Riverfront Campus is located in Augusta's growing cybersecurity corridor and houses the [Hull McKnight Georgia Cyber Center for Innovation and Training Center](#), a state-of-the-art cyber center comprised of the university's [School of Computer and Cyber Sciences](#), a cutting-edge cyber range, a 340-seat auditorium, secure briefing space, incubator space for innovation and entrepreneurship, and classrooms; as well as proximity to industry professionals and innovative start-ups.



## About Augusta

The city of Augusta is a saxophone riff on a cool, moonlit evening—the sort of smooth, storybook town that melts into the soul and leaves you feeling so good. Georgia’s second-oldest and second-largest city, Augusta strides that fine line between big city bustle and small-town charm, mixing retro-urban regality with just a pinch of hometown pride.

A visit to Augusta is a life-altering lesson in Southern hospitality. While other places have undergone cultural revolutions, Augusta underwent a cultural evolution instead, trading big city lights and loud, busy streets for cold sweet tea and a shore-side view of the Savannah River. Downtown, locally owned shops and restaurants mingle in the shade of memorable hangouts and state-of-the-art galleries beckon artists, lovers, thinkers and dreamers alike to [the South's "Garden City."](#)

But Augusta is so much more than just a cozy place to live. Spearheaded by the next generation of musicians, foodies, artists and go-getters, the old city comes to life at night, offering live music, theater shows and a wealth of hole-in-the-wall eateries built to please. In addition to serving as a haven of technology and the arts, Augusta is also home to some of the nation's most beautiful lakes and trails, offering year-round outdoor adventures.

Sporting life is synonymous with the Augusta name and the city proper is home to a number of professional baseball, roller derby and rugby teams. Several annual sporting events take place in and around Augusta, including the [Ironman 70.3 Augusta](#) triathlon, and the [Augusta Futurity](#).

Oh, and did we mention golf?

On top of world-class entertainment and outdoor sporting, Augusta is also world-renowned as the [home of The Masters](#) - an annual golf tournament sometimes dubbed the “Super Bowl” of golf. Every year during the first full week in April, Augusta becomes the golf capitol of the world, welcoming local legends and long-time favorites back to the prettiest course on Earth. So, whether you're a lover of the arts, the sciences, the outdoors or the out-of-this-world, Augusta is the place to be. Join us and you'll soon see: There's a reason we all feel so good!



## Procedure for Candidacy

Confidential review of applications will begin immediately and continue until the appointment is made.

Applicants should upload a letter of interest and a comprehensive curriculum vitae as one PDF document. Nominations or questions may be directed to [executivesearch@augusta.edu](mailto:executivesearch@augusta.edu).

APPLY NOW

All candidates are required to pass successfully a Background Check review. For specific positions, the final candidate may be subject to a (pre-employment) physical, drug screen, and/or credit check.

The final candidate will be required to provide proof of completed academic degree in the form of an original transcript. Those candidates trained by a foreign institution will also be required to provide an educational/credential evaluation.

*Augusta University takes pride in being an equal opportunity and equal access employer. We actively recruit and hire the very best employees without regard to race, religion, sex, national origin, age, marital status, sexual orientation, veteran status, disability or other protected characteristic.*