DEAN, CHARTER COLLEGE OF EDUCATION

California State University, Los Angeles, invites applications for the above Administrator IV position.

The University: California State University, Los Angeles, one of 23 campuses of the California State University system, was founded in 1947. The University is located at the eastern edge of the city of Los Angeles and adjacent to the western San Gabriel Valley, with more than 19,000 students reflecting the rich ethnic diversity of the area. The College is comprised of the Divisions of Applied and Advanced Studies in Education, Curriculum and Instruction, and Special Education and Counseling.

The Position: The Dean reports to the Provost/Vice President for Academic Affairs. The Dean is the Chief Academic, Fiscal, and Administrative Officer of the College, and is responsible for creating and sustaining an environment in which academic excellence is pursued by faculty, staff, administrators and students. The Dean provides leadership while working with faculty and division chairs in formulating College policies, and in determining strategic planning goals and objectives. The Dean promotes educational strategies that support quality, innovation, and the utilization of technology in teaching and learning, and provides oversight in compliance with accreditation and state standards and reporting (NCATE/CCTC). The Dean promotes the professional development of faculty by encouraging and supporting quality in teaching and learning, research, scholarly and creative activity, and community service within a collective bargaining environment. The Dean is responsible for faculty and staff appointments and evaluations and makes recommendations regarding the appointment retention, tenure and promotion of faculty.

The Dean oversees the effective management of College resources in support of College activities and programs including the generation of resources from external sources. The Dean communicates and implements policy decisions and other announcements from the Chancellor’s Office, campus central administration, Academic Affairs, and other appropriate offices to faculty, staff and students. The Dean is responsible for providing leadership in curriculum and program development, organizing and scheduling of classes and programs, coordination of academic support services, supervision and development of academic support personnel, and interaction with students in activities related to academic programs. The Dean works with the campus on credential programs and recruiting teacher candidates from across the colleges.

With the Provost and other officers of the University, the Dean participates in developing University policy and strategic planning. The Dean is the spokesperson for the College on the campus, in the larger academic community, and within the Greater Los Angeles professional community. He or she also seeks broad-based support for the College from external agencies and plays a significant leadership role in fundraising and development for the College. In addition, the Dean provides leadership in the area of outreach and student recruitment, including building relationships with local high schools and community colleges. The Dean frequently participates in public relation efforts of the University as well as the College, and performs other related assigned tasks. The Dean is designated as the University’s Chief Credentialing Officer. Performs other related duties as assigned.

(Over)
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Required Qualifications and Experience: An earned doctorate in a related field from an accredited college or university. Verified background and qualifications for a position as a tenured professor in a division within the College. Candidates for the position must have at least five years’ experience in positions of leadership such as chairperson, director, associate dean, or dean. Evidence of the ability to work with leaders in the K-12 and community college communities; and evidence of effective fund raising. Demonstrated significant and successful administrative experience in a University setting. Proven leadership ability. Strong commitment to academic governance. Effective interpersonal, oral and written communication skills; strong commitment to inclusivity and diversity with an ability to interact effectively in a multicultural/multiethnic environment. Fingerprinting will be taken and checked by the California Department of Justice and FBI.

Desired Qualifications: Experience at a large urban campus is highly desirable.

Compensation: Salary is commensurate with experience and qualifications. A comprehensive benefits package is provided.

Appointment: The Administrator IV appointment will be made under the guidelines for management and supervisory employees of the California State University. All rights and benefits associated with this appointment are governed by the Management Personnel Plan.

This position is a “designated position” in the California State University’s Conflict of Interest Code. The successful candidate accepting this position is required to file Conflict of Interest forms subject to the regulations of the Fair Political Practices Commission.

Closing Date: October 9, 2012 or until the position is filled. To ensure full consideration, send curriculum vita, cover letter, and list of five references to:

Sharon Tanabe, Partner
1111 Corporate Center Drive, Suite 106
Monterey Park, CA 91754
323.260.7889 (FAX)

Electronic submissions are preferred.

Please submit to: stsearch@storbeckpimentel.com
Reference: CSULA, Dean, Charter College of Education#110138
For a confidential inquiry, contact Ms. Tanabe at 323-260-5045
Reasonable accommodation may be requested.