

# Harris Search Associates

I N N O V A T I O N + T A L E N T

## West Chester University

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### Dean of Health Sciences Search



WEST CHESTER  
U N I V E R S I T Y

Harris Search Associates

Fall 2012

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## About West Chester University

Founded in 1871, West Chester University (WCU) is a public, regional, comprehensive university and one of the fourteen campuses of the Pennsylvania State System of Higher Education. WCU enrolls in excess of 15,000 students, is supported by 597 full-time and 270 part-time faculty members, and is organized into five colleges: Arts and Sciences; Business and Public Affairs; Education; Health Sciences; and Visual and Performing Arts. The university is located 25 miles west of Philadelphia and strategically located in the center of the mid-Atlantic corridor between New York City and Washington, DC, with easy access to major cultural and commercial institutions and recreational activities. The university enjoys the benefits of both the rich cultural life of a major city and the charm of a small, thriving county seat. The University is also home to the Frederick Douglass Institute, The HEAT (Heat Illness Evaluation Avoidance and Treatment) Institute, the Center for Healthy Schools, the Mind/Body Institute, the Speech and Hearing Clinic, ACEER (Amazon Center for Environmental Education and Research), the Stress Reduction Center, and Partners in Prevention. WCU is a vibrant campus community whose excellence is reflected in its diversity and student success.

## The College of Health Sciences

West Chester University's College of Health Sciences is proud of its rich tradition of public health, health/physical education teacher preparation, athletic training education, nursing, and speech/language pathology. The College consists of a total of 110 tenured and tenure track faculty members and staff organized into six departments:

- Health
- Kinesiology
- Nursing
- Nutrition
- Sports Medicine
- Communication Sciences and Disorders

The College offers over 20 accredited programs to nearly 2,500 students enrolled in undergraduate and graduate degree programs. The College is also accredited by the Accreditation Council for Continuing Medical Education (ACCME) to provide continuing medical education for physicians. In collaboration with the College of Education, the College of Health

Sciences provides coursework in support of teacher candidates in health, communicative disorders, and health and physical education.

## The Dean of Health Sciences Position

Summary: As chief academic officer of the college, the dean provides leadership to advance the educational and scholarly missions of programs in the college and fosters an inclusive environment that encourages an academic climate that is responsive, focused, innovative, entrepreneurial and values diversity. The dean is responsible for staffing, budgeting, oversight of all operational functions of the college, alumni cultivation, and fundraising. The dean must be committed to collaborative, ethical leadership and skilled in human and financial resource management, as well as strategic planning. The dean reports to the Provost and Vice President for Academic Affairs and sits on the Academic Affairs Council and President's Council.

Unique opportunities for program growth and entrepreneurial activities exist within the College of Health Sciences. A recent market analysis identified a number of high-growth jobs which require advanced degrees that are well-suited to the existing resources and faculty capabilities. The dean is expected to provide leadership and vision in the development of innovative academic programs and alternative means of program delivery. The College is home to a number of partnerships which strengthen its presence within the community and provide opportunities for fundraising.

### Essential Duties and Responsibilities:

- Directs and leads the College of Health Sciences. Creates the strategic direction and vision for the delivery of quality and responsive curricula and programs.
- Promotes, identifies, and expands partnerships, grants, scholarships and international initiatives on behalf of the discipline areas.
- Develops, maintains, and monitors fiscal resources and secures external funding to support educational initiatives.
- Participates in developing and implementing college-wide and campus initiatives.
- Promotes partnerships with constituents in the external educational, professional and business communities.
- Supports curriculum development and revision as related to program goals and outcomes.
- Communicates openly and frequently with staff and program coordinators while fostering a collaborative team model.

- Assists in the design of recruitment activities to attract qualified full and part-time faculty
- Manages within a student-centered, learner-based environment.
- Monitors compliance with state, regional and specialized accreditation organizations.
- Promotes an environment supportive of the College mission and vision.
- Promotes the professional development of faculty and staff.
- Participates in mediating faculty and student issues, grievances, and appeals.
- Participates in and oversees selection, hiring, and other personnel decisions associated with academic faculty and staff.

### Knowledge, Skills and Abilities:

- Knowledge of college educational philosophy and top management administrative practices and procedures; college curricula and instructional programs.
- Knowledge of technological systems as they apply to instructional, administrative, and workplace needs.
- Knowledge of collective bargaining contexts.
- Knowledge of strategic planning to effect change in a multi-cultural environment.
- Knowledge of employee development and performance management.
- Knowledge of leadership skills that promote dedication, creativity, innovation and growth.
- Ability to collaboratively lead and manage an academic area.
- Ability to think creatively to resolve issues and overcome everyday challenges.
- Ability to develop and interpret financial data/plans and manage resources.
- Ability to think, reason, and make sound judgments on how responsibilities are completed in compliance with college standards and guidelines.
- Ability to work effectively in a multi-ethnic/multi-cultural environment with students, faculty and staff..
- Ability to speak effectively to employees, faculty, staff and community groups.

### Additional desired characteristics

- Visionary administrator/leader.
- Entrepreneurial and strategic leadership skills
- Strong leader who can develop faculty
- Collegial and collaborative with WCU peers, faculty, staff, and students

- Strategic thinker who can review/create program(s), develop appropriate outcomes, develop/refine processes and add structure as appropriate.
- Leader who can take the baton and run with it - i.e. comfortable in autonomous environment while being held accountable for outcomes.
- Pragmatic leader who creatively maximizes resources and is unafraid to get “hands dirty”
- Proactive leader who will “reach out” to develop collaborative partnerships in the community
- Leader who embraces challenge
- Strong budgeting skills – accountable to senior level colleagues and the Provost
- Individual who can enrich the educational experience for the students and faculty and who, in turn, will be enriched personally and professionally from the educational experience.
- A charismatic leader and motivator/mentor for the faculty, staff, peers, and students
- A flexible manager who is able to function in a faculty union environment (although the WCU union is considered mild in relative terms).

## Qualifications

The dean will possess an earned doctorate in a field that is represented in the College of Health Sciences; a record of quality teaching, scholarship, and administrative experience at the college level in programs reflected in Health Sciences; effective interpersonal skills, and highly proficient oral and written communication skills. Preferred qualifications include experience as a chair or program director in a large department or institution; proven experience with national and state accreditation processes; and university level experience with budget and personnel within a collective bargaining environment. Applicants must successfully complete interview process to be considered as a finalist.

Review of applications will begin immediately and continue until the position is filled.

*Developing and sustaining a diverse faculty and staff advances WCU's educational mission.*

*The University is an equal opportunity, affirmative action employer encouraging diversity.*

*Women and minorities are encouraged to apply.*

*WCU offers of employment are subject to and contingent upon satisfactory completion of all pre-employment background and consumer reporting checks.*

Application materials should include a cover letter, résumé, and a list of professional references.

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