Job Description

Job Title: Dean, Mike Curb College of Arts, Media, and Communication
Job ID: 5174
Location:
Full/Part Time: Full-Time
Regular/Temporary: Regular
Job Code: 3300 Administrator IV
Job Grade: Range A
Department: CAMC/Dean's Office-8236

CSUN's Commitment to You

CSUN is strongly committed to achieving excellence through teaching, scholarship, active learning and diversity. Our values include a respect for all people, building alliances with the community and the encouragement of innovation, experimentation and creativity. CSUN actively encourages qualified candidates to apply who demonstrate a commitment to serving a diverse student population as well as a commitment to maintaining a respectful and inclusive work environment.

About the University

Serving more than 42,000 students each year, CSUN is one of the largest universities in the United States, and it has an impact to match its size. Money Magazine recently named CSUN one of the top ten values in all of higher education, and the Social Mobility Index ranked CSUN fifth in the nation for elevating its students' economic and social well-being. CSUN ranks 10th in the country in awarding bachelor's degrees to underrepresented minority students, fifth nationally in awarding master's degrees to Hispanic students and enrolls the largest number of deaf and hard-of-hearing students of any U.S. state university. CSUN's 171 academic programs and engaged centers enjoy international recognition for excellence. CSUN currently partners with more than 100 institutions of higher education in 22 countries around the globe and attracts the largest international student population of any U.S. master's level institution. Situated on a 356-acre park-like setting in the heart of Los Angeles' San Fernando Valley, the campus features modern educational buildings and world-class LEED Gold-certified performing arts and recreational facilities recognized as among the best in the country. CSUN is designated as a Hispanic Serving Institution (HSI) and an Asian American, Native American, Pacific Islander Serving Institution (AANAPISI) and we value the diversity of all of our students and the campus community. CSUN is a welcoming university that champions accessibility, academic excellence and student success.

About the College

The Mike Curb College of Arts, Media, and Communication is comprised of the departments of Art, Cinema and Television Arts, Communication Studies, Journalism, Music, and Theatre. The college has 112 faculty and enrolls over 5,300 undergraduate and graduate students. The college hosts the following centers and institutes: Entertainment Industry Institute, Bradley Center, Visual Communications Center (VISCOM), and Arts and Communication Community Outreach, Research and Development (ACCORD).

Responsibilities

As a member of the university's senior academic team, the Dean is the chief administrator of the college. The Dean reports to the Provost and Vice President for Academic Affairs and oversees departments, programs, and centers in the college. The Dean provides the primary leadership for planning, developing, and administering college instructional programs; sustaining an environment supportive of teaching and academic excellence; promoting, supporting, and collaboratively growing and sustaining a vibrant culture of scholarship and creative activities; championing initiatives to significantly increase student engagement in scholarly activities; and developing and promoting long-range goals for the college. The Dean has primary responsibility for oversight of the centers and institutes under the auspices of the college; managing relations with accrediting agencies; planning
and administering the college annual budget; implementing and interpreting university and state policies; making independent recommendations on all college personnel matters; and recommending appointment of Department Chairs and supervising and evaluating their administrative functions. The Dean has responsibility for providing effective leadership to the increasing ethnic diversity and international character of the college. The Dean is responsible for advancement activities to support the mission of the college and university. The Dean is expected to work collaboratively with the Director of the Valley Performing Arts Center as appropriate. The Dean represents the college within the university and community, and performs other duties as assigned by the Provost and Vice President for Academic Affairs.

Qualifications

Required qualifications include an earned terminal degree from an accredited institution; qualification for an appointment at the rank of Professor within one of the departments of the college; a strong record of scholarly/creative activities and professional accomplishments; a demonstrated ability and/or commitment to student engagement in scholarship, with an emphasis on interdisciplinarity and collaboration; demonstrated excellence in university teaching; substantial experience in management or organizational administrative leadership in higher education that might include the level of Department Chair or above, including resource management and academic personnel decision making. A demonstrated ability to function in a collective bargaining environment. Demonstrated experience with successful fundraising efforts required. Proven ability to work collaboratively with students, faculty, university administrators, alumni, and community leaders required. Evidence of commitment to and achievement of student success with preference for work that addresses the needs of traditionally underserved populations. Other requirements include a demonstrated ability to provide effective leadership in responding to the increasing ethnic diversity and international character of the university and its service area, and in promoting diversity and educational equity efforts in the college. The preferred candidate should have successful experience with accreditation procedures and processes and demonstrated leadership in program development that can be traditional as well as off-site, virtual, and/or partnered with other entities. The Dean will contribute to the college's efforts to support student success and promote a learning-centered environment and assessment activities.

Pay, Benefits, & Work Schedule

Salary is commensurate with knowledge, skills, and experience. The University offers excellent fringe benefits.

General Information

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. This position is a sensitive position as designated by the CSU. A background check (including a criminal records check) must be completed satisfactorily before any candidate can be offered a position with the CSU. Failure to satisfactorily complete the background check may affect the application status of applicants or continued employment of current CSU employees who apply for the position. Additionally, the person holding this position is considered a "mandated reporter" under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements as set forth in CSU Executive Order 1083 as a condition of employment.

How To Apply

Candidates must submit a cover letter that addresses the qualifications above and a current resume or curriculum vitae including the names of three professional references. Submit application to:

California State University, Northridge
Office of the Provost and Vice President for Academic Affairs
18111 Nordhoff Street
Northridge, CA 91330-8200
academic.affairs@csun.edu

Review of applications begins January 15, 2016 and continues until position is filled.

Effective Date of Appointment: August 1, 2016, or otherwise by mutual agreement.

For more detailed information on the application and hiring process, please visit the link below:
http://www.csun.edu/careers

Equal Employment Opportunity

California State University, Northridge is an Affirmative Action/Equal Opportunity Employer. We consider qualified applicants for employment without regard to race, color, religion, national origin, age, gender, gender identity/expression, sexual orientation, genetic information, medical condition,
marital status, veteran status, or disability. Applicants who wish to request an accommodation for a disability may contact the Office of Equity and Diversity at (818) 677-2077.