



Dean, School of Graduate Studies and Research

The University of North Carolina at Pembroke invites nominations and applications for the position of Dean of the School of Graduate Studies and Research. UNC Pembroke currently enrolls approximately 7000 students, including almost 800 graduate students. The Dean reports to the Provost and serves as a member of the leadership team in the Division of Academic Affairs.

The School of Graduate Studies and Research represents a new administrative configuration for UNC Pembroke. The Dean will oversee the successful integration of two offices, Graduate Studies and Sponsored Research, under this new organizational structure. S/he will work with existing staff to define new organizational arrangements, increase operating efficiencies and productivity through collaboration, and craft an equitable and effective division of labor. In the area of research, the Dean will work to broaden the base of external funding, educate the campus community on research opportunities, and expand the scope of faculty research undertakings. In the area of graduate studies, the Dean will provide leadership, in consultation with other academic administrators, for planning, development, promotion, and supervision of all graduate programs. The Dean will also perform other related duties as directed by the Chancellor and Provost.

Qualifications: Candidates for the position of Dean must hold an earned doctorate and possess the credentials to qualify for tenure at the rank of full professor in one of the academic departments at UNCP. The successful candidate will have a minimum of three years of administrative experience in higher education and must possess proven leadership skills. Other required qualifications include experience with graduate program administration, experience with grants program administration, a significant background in research, and a commitment to the principles of shared governance. The Dean must be able to work cooperatively with all stakeholders.

Only applications submitted through the UNCP Online Employment System will be considered. Applications must include (1) EPA Non-Teaching application found at <https://jobs.uncp.edu> (2) a letter of interest outlining how your qualifications match the requirements specified herein, (3) a current curriculum vitae, and (4) the names, addresses, telephone numbers, e-mail addresses, and stated relationships for at least five references. Application material should be addressed to: Dr. Cammie Hunt, Chair, GSR Dean Search Committee, UNC Pembroke, PO Box 1510, Pembroke, NC 28372-1510.

The position is open until filled. ***UNC Pembroke is an equal employment / affirmative action employer. Veterans, Minorities and Women are strongly encouraged to apply. AA/EEO.***