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Developed by:.....SG
Reviewed by:.....
Approved by:.....
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UNIVERSITY OF RHODE ISLAND
Position Description

TITLE: Dean and Alfred J. Verrechia-Hasbro Leadership Chair, College of Business Administration

DIVISION: Academic Affairs

REPORTS TO: Provost and Vice President for Academic Affairs

GRADE: 22

SUPERVISES: Professional, technical and clerical staff and faculty

BASIC FUNCTION:

Serve as the principal administrator of the College of Business Administration and represent the College in its relations with the rest of the University, its alumni, the business community and the state of Rhode Island. Provide significant leadership to the AAUP-unionized faculty, staff and students in developing the teaching, research and service missions of the College. Responsible for the financial state of the College, and for expanding support from both the public and private sectors. Create key linkages between the College and external constituents, such as the regional business community, as well as internally with the other colleges in the university system. Build upon and increase the reputation of the College, focusing on its unique attributes, distinguishing its brand, and reframing its mission.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Manage the overall quality and future directions of the undergraduate and graduate curriculum and research programs on a state, national and international level.

Provide competent higher education administration to facilitate decision making at all levels within the College and University.

Execute responsible budget planning and management of State and Federal funding. Assist faculty in the generation of grant funding.

Provide leadership to faculty in developing and implementing academic and professional goals in teaching, scholarship and research.

Promote a climate in which excellence and creativity are fostered among both students and faculty.

Promote a positive work environment for staff, faculty and students.

Encourage creativity, innovation, scholarship and interaction among faculty.

Work collaboratively with other colleges to further build on strengths.

Forge strong partnerships with local industries and governmental agencies.

OTHER DUTIES AND RESPONSIBILITIES:

Represent the College by developing effective relationships on a state, national and international level.

Exercise public relations and communication skills with faculty, students, University administration, State agencies, private industry and the community.

Participate actively in extramural fundraising efforts for the College.

Within area of responsibility, oversee adherence to rules, regulations and procedures mandated and/or recommended by the NCAA and the University.

Perform other duties as required.

LICENSES, TOOLS AND EQUIPMENT:

Personal computers, printers and word processing, database management and spreadsheet software.

ENVIRONMENTAL CONDITIONS:

This position is not substantially exposed to adverse environmental conditions.

QUALIFICATIONS:

A master's degree and 5 years of administrative and managerial experience are required. Academic and/or business background required, as is a strong sense of practicality. Must be energetic, creative, and innovative in order to build and expand upon existing programs while being respectful of the values of a college of business embedded in a land grant university. Must be committed to quality research and teaching, have a record of demonstrated leadership and academic management abilities, and be able to articulate a clear and strategic vision for the College. Must possess a record of success in generating extramural financial support, a commitment to entrepreneurship and corporate partnerships, and possess a personal record of scholarship or of significant business achievement.

ALL REQUIREMENTS ARE SUBJECT TO POSSIBLE MODIFICATION TO REASONABLY ACCOMMODATE INDIVIDUALS WITH DISABILITIES.