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Developed by:.....MBS
Reviewed by:.....LK
Approved by:.....LK
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UNIVERSITY OF RHODE ISLAND

Position Description

TITLE: Dean, College of Pharmacy
DIVISION: Academic Affairs
REPORTS TO: Provost and Vice President for Academic Affairs
GRADE: 22
SUPERVISES: Professional, technical and clerical support staff

BASIC FUNCTION:

Lead an academy of scholars, overseeing the programs, personnel, research enterprise and budget of the College of Pharmacy. Ensure efficient and effective programs of learning, discovery, and outreach. Communicate clearly to both internal and external stakeholders in a manner that promotes understanding of conflicting goals, priorities, and values. Raise external funds in supplemental support of a new Pharmacy building (particularly important in the first years of the appointment). Serve as a member of the Provost's leadership team, actively supporting the missions and goals of both the University and the College. Aggressively promote the University's commitment to diversity, equity, and justice. As a member of the Council of Deans, participate in the development of the strategic priorities of the Division of Academic Affairs. Assure that the goals of the College align with those of the institution, and serve as the principal advocate for the faculty, staff, and students of the College.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Responsible for leadership, supervision, advocacy, and support of the College of Pharmacy and its programs of teaching, research, and outreach.

Actively represent the College to internal and external constituencies by developing effective relationships on a local, state, national and international level.

Responsible for management of the budget, resource allocation, and personnel. Oversee faculty recruitment in compliance with Affirmative Action policies and procedures.

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

Provide exemplary educational administration and facilitate collegiality within the academic environment.

Promote a climate of accessibility to students and faculty.

Encourage diversity among faculty, staff and students.

Work closely with deans and faculty in the University's other health and allied health programs.

Demonstrate personal and intellectual integrity and leadership in promoting ethical standards within the College and in professional practice.

OTHER DUTIES AND RESPONSIBILITIES:

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 assigned.

LICENSES, TOOLS AND EQUIPMENT:

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

ENVIRONMENTAL CONDITIONS:

This position is not substantially exposed to adverse environmental conditions.

QUALIFICATIONS:

A degree in pharmacy with eligibility for pharmacy licensure in Rhode Island is required. A Pharm.D., M.D., or Ph.D. in pharmaceutical or biomedical sciences is strongly preferred. The following are also required: 1) significant experience, achievement, and leadership related to pharmacy academia (preferred), industry, or practice; 2) significant publications in the pharmacy or biomedical literature in areas relevant to the mission and the goals of the college; 3) extensive administrative experience in academic, private, or public sector pharmacy programming, including budget responsibility, human resources, and line management; 4) demonstrated comprehensive understanding of pharmacy education, research, and outreach; 5) demonstrated success in fund-raising, building successful partnerships, and collaborative relationship building; 6) demonstrated success in advancing diversity, inclusion, and equity, including an understanding of gender and multicultural issues; 7) demonstrated understanding of issues in higher education, including management and leadership skills necessary for a public learning-centered research university; 8) evidence of a professional affiliation in pharmacy organizations and/or communities; 9) demonstrated ability to create and sustain an academic culture aimed at attainment of excellence in education, research, and outreach; 10) demonstrated experience and ability in order to promote and market academic programs and The University of Rhode Island; 11) understanding of, and experience in, pharmacy academic program accreditation processes; 12) a demonstrated scholarly concern for the pharmacy profession in general, and for diverse aspects of pharmacy practice in particular; 13) a demonstrated entrepreneurial spirit; 14) excellent communication skills.

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