

**Class Code: .....0821**  
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**Developed by: .....PL**  
**Reviewed by:.....LK**  
**Approved by: ...PL;LK**  
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## **Draft Position Description**

### **Position Description**

**TITLE:** Dean, College of Health Sciences

**DIVISION:** Academic Affairs – Human Sciences & Services

**REPORTS TO:** Provost and Vice President for Academic Affairs

**GRADE:** 22

**SUPERVISES:** Professional, technical and clerical support staff

#### **BASIC FUNCTION:**

The Dean has a unique opportunity to work in close collaboration with faculty and staff to establish a clear vision for the College of Health Sciences and implement that vision through the development of a strategic plan that embraces a diverse group of health-related disciplines. He or she will work with the faculty to ensure contemporary, robust, and forward-looking educational and research programs relevant to the evolving roles of health and healthcare in the 21<sup>st</sup> century, including promoting interprofessional education and experiential learning, advancing externally funded programs of research, and developing the College's reputation for excellence throughout the state, region, nation, and world.

The Dean of Health Sciences will be an accomplished leader in a health-related field and set the intellectual tenor and scholarly standards for the College of Health Sciences. She or he must draw on administrative acumen and academic rigor to establish the college as a leader in health and must be committed to excellence in education, research, and outreach across all disciplines.

The ideal candidate is a dynamic and effective leader with administrative experience, a demonstrated record of keen fiscal management ability, and a notable profile of academic accomplishment. The Dean must embrace the opportunity to develop creative funding models and increasing external support. He or she should be someone with exceptional judgment, strategic vision, and a commitment to excellence. Candidates will have a track record of effectively supporting diversity, equality, and inclusion in all its forms and the capacity to be an energetic fundraiser.

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The Dean of the College of Health Sciences will serve as a member of the Provost's leadership team, actively supporting the missions and goals of the University, the Academic Health Collaborative, and the College. As a member of the Council of Deans, the Dean of the College of Health Sciences will participate in the development of the strategic priorities of the Division of Academic Affairs.

In collaboration with the Dean of the College of Pharmacy and the Dean of the College of Nursing, the Dean of the College of Health Sciences will serve as a member of the Academic Health Collaborative Executive Committee. As a member of the Academic Health Collaborative Executive Committee, the Dean will work with faculty across all health programs within the Academic Health Collaborative to create an interdisciplinary vision for "health" at URI, the health programs strategic plan, and financial investment strategy in support of health education, research, and outreach at the University with attention to contemporary issues, such as population health, the recognition and elimination of health disparities, and the promotion of behavioral and physical health and wellness. In addition, as a member of the Executive Committee, the Dean will oversee the Institute for Integrated Health and Innovation that will facilitate collaboration among multidisciplinary faculty, students, and community health agencies.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Manage the College of Health Sciences, including academic planning, budgeting, resource development, and implementation of University academic and administrative policies.

Oversee faculty recruitment in compliance with Affirmative Action policies and procedures.

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

Be responsible for the faculty promotion and tenure process in the College and for providing recommendations to the Provost.

Co-lead the Academic Health Collaborative, including the creation of an integrated vision, strategic plan, and financial plan, with the Dean of Pharmacy and the Dean of Nursing.

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

Provide oversight, in conjunction with the Dean of Pharmacy and the Dean of Nursing, of the Institute for Integrated Health and Innovation, in multidisciplinary education, research, and outreach programs.

Participate in the Council of Deans.

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Facilitate collaboration across the disciplines within the Academic Health Collaborative and develop partnerships within and outside the University.

Provide leadership in fundraising efforts in the College and Academic Health Collaborative and enhancement of alumni and community relationships.

Promote a climate of accessibility to students, faculty and staff.

Lead with integrity, honesty, and transparency, and demonstrate leadership in promoting ethical standards.

Promote and support diversity among faculty, staff and students.

Support strategies to enhance student retention and success while preparing them for careers in health.

**OTHER DUTIES AND RESPONSIBILITIES:**

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

Perform other duties as assigned.

**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.

**REQUIRED QUALIFICATIONS**

Earned doctorate in a relevant health-related field from an accredited institution of higher education with scholarly qualifications appropriate for appointment as a full professor with tenure.

Minimum of three years of administrative, managerial, and planning experience in a complex academic setting with a record of increasing responsibility.

Demonstrated success in securing external funding.

Evidence of a collaborative leadership style and establishing cross- unit and/or interdisciplinary partnerships.

Demonstrated experience working with diverse constituencies

Demonstrated strong interpersonal and communication skills.

**PREFERRED QUALIFICATIONS**

Five years of administrative, managerial, and planning experience in a complex academic setting.

Two years of experience as departmental chair or its equivalent.

Experience working effectively with alumni and private donors to raise funds.

Evidence of entrepreneurial and creative thinking.

Evidence of the ability to articulate a vision and develop a strategic plan for the College of Health Sciences.

Working familiarity with the unique requirements of administering clinical education programs.

Significant teaching experience at the undergraduate and/or graduate level.

History of a sustained scholarly/research program and clinical and/or community service.

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