Associate Deans  
College of Liberal Arts and Sciences  
Job Announcement / Description

The College of Liberal Arts and Sciences is soliciting applications for the following three positions:

- Associate Dean for Humanities
- Associate Dean for Social and Behavioral Sciences
- Associate Dean for Natural Sciences and Mathematics

**THIS POSITION IS ONLY OPEN FOR CURRENT TENURED FACULTY IN THE COLLEGE OF LIBERAL ARTS AND SCIENCES.**

The divisional Associate Deans will serve as a resource for Chairs and Directors and facilitate an open and constructive relationship between the Dean’s Office and the Departments and Centers. They will help the chairs, directors, and faculty understand College policy and ensure that the Dean and other Associate Deans are well-informed about matters of interest to the departments and centers they represent. The divisional Associate Deans will also be assigned portfolios which cut across all the departments in CLAS (such as research, facilities, undergraduate affairs, graduate affairs, etc.) depending on the experiences and interests of the people assigned to the AD positions. In all matters, the primary responsibility of the Associate Deans is to the College of Liberal Arts and Sciences as a whole.

**Required Qualifications:**

- Tenured faculty member in the College of Liberal Arts & Sciences
- Strong written and oral communication skills
- Strong listening skills, and an inclination to use them
- Ability to think strategically, analytically, and flexibly
- Willingness to promote change
- Strong diplomatic and conflict resolution skills
- Commitment to the mission of CLAS and to excellence
- Ability to work as part of a team

**Preferred Qualifications:**

- Administrative experience
- Rank of Full Professor, or the potential to be promoted to that rank in the foreseeable future

To apply, please submit a letter of application not to exceed four pages, a current CV, and the names of three references to:

Associate Dean Search Committee  
c/o Evelyn Barre  
2014 Turlington Hall