



External Staff Opportunities

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Dean of Student Affairs (PM7)

Job Number : 1000291

Employee Group: Administrative Position - Professionals / Managers

Faculty / Division: University of Toronto Scarborough

Description :

The University of Toronto Scarborough (UTSC) is entering another exciting period of growth and transformation, and is building capacity and reinforcing its ability to provide a distinct university experience to its expanding student population. UTSC seeks a new Dean of Student Affairs who will work closely with other administrators and academic leaders to integrate Student Affairs leadership into the highest levels of planning and strategy for the University campus.

The new Dean of Student Affairs will arrive at a time when strategic planning is being actively implemented to enhance the student experience in all its forms: academic, co-curricular, extra-curricular, physical and social. UTSC's growth trajectory includes additional academic departments, more faculty and new and improved infrastructure. New facilities, including the Instructional Centre Complex and a world-class athletics facility, partnerships and strategic activities are commensurate with this growth. As the Dean of Student Affairs for UTSC, the Student Affairs leader will work collaboratively across a broad range of departments on campus and across the University to integrate student affairs programs and services with those of other major portfolios.

The Student Affairs portfolio is committed to empowering students for success. The Dean of Student Affairs is responsible for student services departments, including: Academic Advising & Career Centre, Health & Wellness Centre, AccessAbility Services, Athletics & Recreation, Student Life, Student Housing & Residence Life and the International Student Centre.

The University of Toronto Scarborough, founded in 1964, is situated in the eastern part of the city. It is one of three campuses of the University of Toronto. UTSC is a thriving campus that has evolved into a mid-sized, comprehensive university site featuring distinctive programs and over 10,000 students. For more information on UTSC, please visit the website at www.utsc.utoronto.ca.

Qualifications :
(Minimum)

Education: A Post-Graduate degree in Adult Education, Counselling, or Administration or acceptable combination of education and experience.

Experience: A minimum of 10 years experience in a student service or student affairs area in a post secondary education setting, working with students and student leaders and with progressively senior management responsibilities. Experience with complex developmental issues of a young adult population, managing issues and providing effective advice and programs designed to foster student growth and success.

Skills: Strong computer skills and experience with MS Office (Word, Excel, PowerPoint). Familiarity working with spreadsheets and ROSI or other similar student information database.

Other: An inspirational leader with successful experience in student affairs administration, working with diverse student populations and ensuring effective governance and leadership with student groups. Proven organizational skills and deep knowledge of, and experience dealing with the issues and challenges facing student affairs portfolios in universities. Possess successful experience in senior administrative roles, budgetary planning, managing change, and serving on university-wide committees.

Job Field : Student Life

Campus : Scarborough

Department : UTSC: Student Affairs

Schedule : Full-time

Appointment Type : Budget - Continuing

Pay Scale Group and Hiring Rate: PM 7 -- Broadband Salary Range: \$96,939 - \$150,898 (Open) -- Hiring Zone: \$96,939 - \$121,175

Notes: Application deadline is May 14, 2010.

Travel: Limited

Posting Date : 27/Apr/10

Closing Date: 14/May/10

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