



University of Colorado Boulder

Dean, Division of Social Sciences

The University of Colorado Boulder (CU Boulder) invites applications and nominations for the position of [Social Sciences](#) Dean of Division (DoD) in the College of Arts and Sciences (A&S).

As one of only 36 U.S. public research institutions in the Association of American Universities (AAU), CU Boulder is a student-centered campus committed to its mission of teaching, research, and service. With eight colleges and schools, an enrollment of 36,000 students, and more than 1,800 tenured, tenure-track, and teaching-track faculty, CU Boulder is the largest of the four-campus University of Colorado system. For the 2022 fiscal year, CU Boulder received over 4,000 research awards and gifts, totaling more than \$650 million.

CU Boulder is committed to regional economic development and, in 2021, was recognized as an [Innovation and Economic Prosperity awardee](#) by the Association of Public and Land-grant Universities for its exemplary initiatives spurring innovation, entrepreneurship, and technology-based economic development. Since 2018, the University has [raised more than \\$2.9 billion in capital funding](#) from startups commercializing CU Boulder technology. From offering dozens of exciting programs in a range of academic fields, to serving as one of the world's most dynamic research and innovation hubs, to working closely with hundreds of public outreach efforts in communities across Colorado and the world, the University takes pride in helping its students, faculty, staff, and partners turn new ideas into productive outcomes that change lives.

[The College of Arts and Sciences](#) is the largest college on the Boulder campus, conducting research, scholarship, creative work and education in more than 60 fields. The college leads nationally in undergraduate and graduate education in the natural sciences, social sciences and arts and humanities, bringing world-class research and scholarship to CU students, both in and out of the classroom. A&S research generates new knowledge, solving some of the world's most critical problems. Faculty in A&S include 5 Nobel laureates, 25 members of the American Academy of Arts and Sciences, 9 MacArthur winners, 4 National Medal of Science winners, and 1 Pulitzer Prize winner.

A&S is comprised of three divisions (natural sciences, social sciences, and arts and humanities) which in combination have nearly 40 academic units and nearly 50 programs such as the Miramontes Arts & Sciences Program (MASP) and the Colorado Shakespeare Festival; centers such as the Center for Neuroscience; and associated institutes such as the BioFrontiers Institute. The college is home to more than 700 tenured and tenure-track faculty, approximately 1,000 non-

tenure-track teaching faculty, approximately 400 university and classified staff, and more than 17,000 undergraduates and 2,280 graduate students.

The Social Sciences Dean of Division is the chief academic and administrative officer of the Division of Social Sciences in the College of Arts and Sciences (A&S). This position provides strategic, innovative, and equitable leadership of, and vision, oversight and planning for, the Division of Social Sciences: Anthropology; Economics; Ethnic Studies; International Affairs; Linguistics; Political Science; Speech, Language, and Hearing Sciences; Sociology; Women and Gender Studies. In addition, the DoD promotes the broad liberal arts' mission of the college. This position reports directly to the Executive Dean of the College of Arts and Sciences.

The DoD serves three equally important roles. First, the DoD is the principal advocate for the Social Sciences in the College of Arts and Sciences both within and outside the university. Second, the DoD works with the Executive Dean of A&S, the two other deans of divisions in the college, and other college leaders as well as faculty, staff and students to articulate and advance the goals, mission and vision of the division and college. Third, as a member of the provost's and campus academic leadership teams, the DoD works cooperatively and collaboratively with other university leaders to advance the goals and mission of the CU Boulder campus with a campus first mentality.

The DoD must be committed to providing comprehensive leadership that is innovative, collaborative, communicative, and transparent; valuing and encouraging the contributions of a wide variety of individuals and programs; and supporting the principles of diversity, equity, and inclusion. The DoD must also be committed to excellence in teaching, scholarly and creative work, and leadership and service; recruiting and retaining outstanding faculty, students, and staff; and supporting academic freedom. The DoD must be dedicated to engaging in fundraising. All of the DoD's activities are to be firmly grounded in CU Boulder's shared values of integrity, respect, inclusiveness, and openness.

Job Duties

Academic Management and Leadership

- Provide leadership and vision within the division, college and university toward enhancing student success, promoting retention & graduation.
- Promote and foster diversity, equity and inclusion as a core value in the division, college and university.
- Implement the strategic missions of the College of Arts and Sciences and the university.
- Participate in and effectively co-manage the implementation of the strategic reorganization plan for A&S.
- Lead and manage divisional programs and administrative functions, including division-wide operating policies and procedures.
- Hold primary responsibility for the divisional student, faculty, and staff experiences in the college, to positively contribute to the overall experiences of these equally important populations.
- Promote and foster scholarship, research, creative activity and innovation within the division and college, and across other schools and colleges consistent with the mission of the campus.
- Provide leadership and transparent vision in developing and modifying A&S academic programs, curricula, services, policies and procedures, in collaboration with the other A&S

deans, faculty, staff, and students to ensure academic excellence in meeting the current and future needs of the students.

- Provide vision and co-leadership regarding space allocation within the division and the college in order to maintain flexible access to use of space across the college.
- Confer regularly with the A&S Executive Dean and divisional deans on matters of common concern to the college including ensuring divisional programs and initiatives align with college-wide objectives; consult regularly with deans, department chairs, faculty, and staff to plan and evaluate academic programs and services; and resolve interdivisional issues.
- Promote excellence in teaching among all instructional faculty/student teaching assistants.
- Build and maintain transparent and effective relationships throughout A&S and the university as well as with peers at other universities.
- As a member of the provost's leadership team, along with the Executive Dean and other DoDs represent the College of Arts and Sciences to university administration; participate on the Boulder campus Council of Deans, and other campus bodies, committees, or councils; and serve in collaboration with other academic deans and campus officers to define and support the mission of the campus.

People Management

- Foster inclusion, equity, and diversity in the division and across the college in order to continuously improve college climate.
- Exercise direct supervisory authority over the divisional Chairs, Directors and Staff. Other supervisory authority is exercised indirectly through direct reports.
- Train, coach, and mentor divisional Chairs and Directors.
- Serve as the lead authority over divisional faculty affairs policy and procedure for faculty.
- In collaboration and consultation with the other deans in the college, assess and plan for college-wide staffing needs and structures, including the annual performance process inclusive of recommending pay increases, and evaluation of faculty appointment recommendations to the provost.

Budget Management

- Exercise divisional spending authority.
- Provide effective and efficient management and oversight of all divisional financial resources including the preparation of annual budgets.
- Allocate funds to departments in an equitable and transparent manner, to initiate, support, and promote the academic and programmatic initiatives that are consistent with the strategic direction of the division, college and the university.
- Develop and implement new initiatives to generate additional revenue streams to address budget constraints.

Fundraising and Development

- Under the direction of the Executive Dean of the College of Arts & Sciences, and in coordination with the Vice Chancellor for Advancement, foster development activities by cultivating relationships with alumni, individual donors, foundations, and corporations; promote fundraising initiatives and proposals; work collaboratively with the other deans in the college and the Office of Advancement and its staff.

Service

- Participate as ex-officio member of the divisional council standing committee.

- Under the direction of, and in coordination with the Executive Dean, represent the college externally in the areas of advancement, public relations, and student, faculty, and staff recruitment.
- Under the direction of, and in coordination with the Executive Dean, engage in outreach activities to maintain collegial relationships with alumni and external constituencies.
- Participate in professional service activities to maintain and improve one's professional and scholarly development.

Minimum Requirements (education and experience)

- A doctorate or terminal degree from an accredited institution in one of the fields represented in the division, or related fields.
- 6 years of administrative experience in a research university.
- A demonstrable record of administrative leadership and managerial experience.
- A record of teaching, research, and service that meets the qualifications necessary to be tenured at the rank of professor at a major research university.
- Budgetary experience at a research university.

Competencies/Knowledge, Skills, and Abilities

- Knowledge of strategies to improve student success and ability to implement those strategies.
- Demonstrable ability to develop and support a welcoming, respectful, and inclusive environment for faculty, staff and students.
- Demonstrable ability to have transparent communication, to gain the confidence and trust of others and build partnerships to work collaboratively with others to meet shared objectives.
- Demonstrable skills and ability to inspire teams to pursue innovative and/or non-traditional approaches.
- Proven managerial, fiscal and administrative skills.
- Demonstrated commitment to diversity, equity, and inclusion.
- Proven problem-solving and effective change management skills.
- Ability to serve as a passionate champion for the importance of a liberal arts education.
- Outstanding academic and scholarly credentials.
- Demonstrable fundraising skills.
- Capacity for thoughtful, innovative administrative and intellectual leadership.
- A proven track record of collaboration and consensus building.
- Outstanding skills in verbal, written, and interpersonal communications.
- Proven ability to resolve conflicts, facilitate organizational change, and creatively solve problems.

Preferred Qualifications

- National prominence in one's research and scholarly field.
- Administrative and managerial experience leading academic programs.
- Proven record of advancing complex departments, organizations and/or institutions.
- Demonstrated ability to provide consultative leadership.
- Proven success in fundraising and cultivating external relationships.
- Demonstrated record of public/private partnership development that advanced the academic mission or goals of a unit/college.

Application Instructions:

Candidates should provide a resume or curriculum vitae, cover letter, and a short essay that addresses the following: The College of Arts & Sciences has a deep interest in strong efforts to foster and promote belonging, accessibility, equity, diversity, and inclusion. Please provide a 1-page statement on how your teaching, research, and/or leadership and service demonstrate an active commitment to diversity, equity, and inclusion. Examples might include scholarly work, efforts to improve access and equity for underrepresented individuals or groups or other contributions to diverse communities past and present. You will not be asked to provide the names of references at this time. The search committee will request 5 references for those identified as finalists for the position. Please apply by February 23rd, 2023, for full consideration. The position will remain open until filled.

Applications, nominations and inquiries of interest may be sent in confidence to the University's executive search firm:

Martin M. Baker, Managing Partner
Chelsie Whitelock, Principal
Buffkin/Baker
socscidod@buffkinbaker.com

What We Can Offer

Annual Salary Range \$230,000- \$280,000, plus moving allowance and signing bonus. For the joint faculty appointment, salary and start-up funds to be determined upon acceptance of the position.

The University of Colorado is an Equal Opportunity/Affirmative Action Employer. The University of Colorado does not discriminate on the basis of race, color, national origin, sex, age, pregnancy, disability, creed, religion, sexual orientation, gender identity, gender expression, veteran status, political affiliation, or political philosophy. All qualified individuals are encouraged to apply.