The Clemson University College of Education seeks dedicated academic leaders for two dynamic opportunities. The positions include Associate Dean for Academic Affairs (ADAA) and Department Chair of Educational and Organizational Leadership Development (EOLD).

The **Associate Dean for Academic Affairs (ADAA)** reports directly to the Dean and provides creative administrative leadership that promotes growth and innovation in graduate and undergraduate education. Clemson University’s College of Education embraces the university’s land-grant mission to better the lives of South Carolina’s citizens in the contexts of race, rurality, and poverty. The ADAA participates in policy development and implementation and is a key member of the College’s leadership team working with the Dean, Associate Dean for Research (ADR), department chairs, directors, students, faculty, staff, the University administration, and the College’s regional, state, and local constituencies. The expected start date is during the summer of 2018. Review of applications begins the 26th of January and continues until the position is filled.

**Leadership Responsibilities:** The ADAA’s primary responsibilities require exceptional leadership skills for developing and maintaining educational programs at the undergraduate and graduate levels. The successful candidate will bring outstanding abilities and experiences to do this work in support of the College’s mission and in the context of the University’s position as a Research 1, public, land-grant institution. Among these responsibilities, the ADAA engages faculty and students in designing, implementing, and evaluating curricular initiatives in the College. The following activities serve as examples of the ADAA’s leadership responsibilities:

- Engages with College constituencies in articulating a vision for undergraduate and graduate programs
- Cultivates, pursues, and facilitates opportunities among school districts, the SC Department of Education, other education agencies and the SC General Assembly, including the Education Oversight Commission, for collaboration and partnerships that enhance program design, implementation, and outcomes
- Provides administrative oversight and leadership for academic programs including new program development, program modifications, national accreditation, and periodic program review
- Administers strategic program recruitment, enrollment management, scheduling, course delivery, and certification requirements
- Collaborates with department chairs, program directors, faculty, staff, students, and field-based partners in evaluating instruction and field experiences
- Collaborates with the ADR, department chairs, program directors, and faculty to assess and address faculty needs for development and instructional support
- In collaboration with the Dean and ADR, represents the College across the University on academic matters

**Qualifications for ADAA:**

- Earned doctorate in any of the academic disciplines in the College or related fields of advanced study
- Record of scholarship supporting tenure eligibility at the rank of Full Professor among the faculty of Clemson’s College of Education
- Academic & professional experiences among these skills/competencies
  - in academic administration (e.g., academic program leader and/ or department chair)
  - with commitment to fostering a diverse and inclusive professional environment
  - with graduate and undergraduate programs
  - with curriculum development, innovative teaching methods, instructional design for various settings (e.g., online and hybrid), and assessment
  - with field and clinical placement
  - in program assessment and accreditation
  - in effective oral and written communication skills
  - in collaboration with others in a team-oriented environment
  - in a dynamic work environment incorporating multiple tasks and adjusting to issues as needed
The **Department Chair** position would merit tenure at the level of Full Professor in the Department of Educational and Organizational Leadership Development (EOLD). This position is primarily responsible for providing leadership and support to ensure the quality of the department’s teaching, scholarship, public service and graduate programs. The nine-month appointment is for a 3-year term eligible for renewal and will begin July 1, 2018.

The candidate for this position is expected to fill a critical need for a highly collaborative colleague, systemic thinker and leader, who desires to work within the southern contexts of poverty, race, rural and urban environments. Clemson’s educational graduate programs are committed to an ongoing process of curricular and program improvement and to building external partnerships to prepare diverse cohorts of educational leaders, who are representative of the diverse student populations in the region.

**Required Qualifications for Department Chair of EOLD:**
- Earned doctorate in Educational Leadership, Higher Education, Student Affairs or a closely related field within the Department
- Faculty and research experience that would merit tenure at the level of Full Professor
- Demonstrated potential to secure externally funded grants
- Ability to teach graduate level courses in P-20 leadership programs
- Demonstrated experience with departmental budgeting processes, course assignments and registration
- Demonstrated ability to organize, develop, establish rapport and work collaboratively with university and college administration, faculty, staff and students in a team environment
- Demonstrated experience and interest in working with diverse student populations and/or communities
- Commitment to working with underserved rural and urban communities and partners as well as members of underrepresented, diverse, and marginalized populations
- Willingness to travel for onsite course delivery and research activities
- Positive attitude, collegial demeanor and sense of humor

**Preferred Qualification for Department Chair of EOLD:**
- Excellent oral and written communication skills
- Experience mentoring graduate students to degree completion
- Experience mentoring both new and developing faculty members
- Experience building national, state and regional educational partnerships
- Experience participating in grant-funded research
- Experience marketing academic programming that leads to generating revenue
- Experience working on collaborative teams

**EOLD Responsibilities:**
- Engage in teaching, research, publication, external funding, and other scholarly activities
- Lead the implementation of the Department’s strategic plan
- Annual evaluation of Departmental faculty as well as participation in the evaluation of Department staff
- Hear informal faculty grievances and cooperate in formal grievance procedures
- Supervise the Department’s program of instruction, including curriculum, scheduling, faculty workload, and departmental research and public service
- Ensure the preservation of students’ rights; supervise the advising of departmental undergraduate majors and graduate students
- Coordinate and supervise summer school programs and orientation
- Represent the Department on the Dean’s Executive Committee
- Serve as a liaison between the Department and the Office of Accreditation and Assessment
• Advise doctoral and master’s degree students
• Perform other duties as assigned by the Dean

The EOLD department chair is a nine-month position. The appointment is for a 3-year term, eligible for renewal. The Chair will receive a 10% administrative stipend for the academic year and a 20% administrative summer stipend. Teaching load is 1/1.

Department Chair applicants invited for a campus interview should be prepared to make a presentation to the EOLD faculty describing their leadership style and vision for the Department. Candidates will also be required to meet with the search committee, the Leadership Cabinet and Dean George J. Petersen.

About Clemson University
Clemson University, founded in 1889, is located in the foothills of the Blue Ridge Mountains, along the shore of Lake Hartwell. Clemson has approximately 22,000 graduate and undergraduate students and is consistently ranked among the top 25 national public universities by U.S. News & World Report. For more information about Clemson University and the College of Education, visit www.clemson.edu.

To Apply
Please submit a cover letter of application and current curriculum vita, and the names and contact information of three references via Interfolio (ADAA: https://apply.interfolio.com/47976 ; Dept. Chair of EOLD: https://apply.interfolio.com/48053 ) . To ensure full consideration, materials should be submitted by January 26, 2018. The review of applications will continue until position is filled.

Clemson University embraces a strong commitment to diversifying its faculty, student body, and staff. Diversity is recognized to include differences among groups of people and individuals based on ethnicity, race, socioeconomic status, gender, age, exceptionalities, language, religion, sexual orientation, and geographical area. Clemson University is an Affirmative Action/Equal Employment Opportunity Employer and does not discriminate against any individual or group of individuals on the basis of age, color, disability, gender, national origin, race, religion, sexual orientation, veteran status, or genetic information.