

## **ORGANIZATIONAL PROFILE:**

DO what you love. Be good at it. That's how Douglas College defines a great career. It's a philosophy that resonates through its classrooms, offices and boardrooms. It inspires students and drives Douglas College to be one of BC's Top Employers and Forbes Canada's "Best Employers for 2020."

Located on the unceded traditional territories of the Coast Salish Peoples of the QayQayt and Kwikwetlem First Nations, Douglas College is the largest degree-granting college in British Columbia. With two main campuses and three training centres in the Metro Vancouver area, Douglas College is one of the province's most vibrant leaders in post-secondary education, combining the academic foundations of a university with the employer-ready skills of a college. Douglas College's 2,000 employees instruct and serve more than 25,000 students each year, including 3,000 international students from 80 countries.

The Faculty of Humanities and Social Sciences, consisting of nine departments, offers a variety of credentials including certificates, diplomas, degrees, post-degree diplomas, associate degrees, and a robust university transfer program. It is comprised of approximately 4900 students supported by 150 outstanding faculty, who bring a depth of teaching experience and excellence in research, offering educational opportunities to students inside and outside the classroom.

## **ABOUT THE ROLE:**

Under the direction of the Dean, Humanities and Social Sciences, the Associate Dean provides day-to-day leadership for the Faculty of Humanities and Social Sciences. The Associate Dean works with faculty, staff and administration to co-ordinate the planning, development, implementation, and review of programs, and to uphold academic standards. The Associate Dean assists the Dean with budgeting; handling complaints, grievances and appeals; selecting and supervising faculty and staff; overseeing work assignments and scheduling; and coordinating professional development opportunities.

This is an excellent opportunity for an innovative and collaborative leader with a demonstrated understanding of the programs within the Faculty of Humanities and Social Sciences. The preferred candidate will have a graduate degree in a discipline represented in the Faculty of Humanities and Social Sciences from an accredited post-secondary institution (PhD preferred), with a minimum of three years of leadership experience in post-secondary academic administration, including program planning, development, and review, administrative operations, and team leadership. In addition, the preferred candidate will have a minimum of five years post-secondary teaching experience in a discipline represented in the Faculty. The role requires excellent interpersonal and communication skills, with a commitment to diversity, equity and inclusion.

## **CONTACT DETAILS:**

Should you be interested in learning more about this exciting opportunity with Douglas College, please apply through the Douglas College Careers Site: <https://www.douglascollegecareers.ca/postings/7304>