Dean of Service and Work

Institution:
University of Mary

Location:
Bismarck, ND

Category:
Executive - Deans - Other

Posted:
03/16/2016

Application Due:
04/15/2016

Type:
Full Time

Dean of Service and Work

The University of Mary invites applications for a newly created full-time Dean of Service and Work. This position will lead the initiative to develop and implement a unique work-campus program designed to:
- Diminish the cost of student attendance/debt load.
- Provide students a significant service experience to include preparation and subsequent reflection in the principles of Catholic social teaching.
- Serve as one of the pillars of the university’s distinctive Education for Life student experience.

Position responsibilities include:
- Leadership and vision to develop and implement a ground-breaking service and work program based on Catholic social teaching.
- Establish learning outcomes for student service and work experiences and coordinate assessment and evaluation to demonstrate program effectiveness.
- Collaborate with leaders and representatives of local, regional, national and international organizations and agencies to develop and maintain a variety of sites where students are able to fulfill service requirements.
- Supervise areas of Career Services and Student Volunteer Programs and works closely with financial assistance and student employment programs.

Qualifications include:
- A master’s degree in education, business, social sciences, theology, philosophy or related field is required.
- A minimum of 5 years of progressively responsible management/administrative/teaching experience
- Demonstrated success in developing and implementing new programs/initiatives and achieving
goals.
· An in-depth understanding of the Church's teaching with regard to service and work.
· Collaborative, problem-solving, planning and organizational skills.
· Strong oral, written, presentation and interpersonal communication skills.
· Proficiency with Microsoft Office software applications.
· Upholds and promotes the Christian, Catholic, Benedictine mission of the University of Mary.
· Implementation of Ex Corde Ecclesiae, the apostolic constitution on Catholic colleges and universities.
· Builds a culture of ready and earnest hospitality in the Office of Student Development and throughout the university in accord with Saint Benedict's admonition that all be received as Christ.

The University of Mary offers a strong, vibrant community grounded in Christian, Catholic, and Benedictine values. Student Life at Mary focuses on the development of the whole person, for the whole of life, so that students are able to discover and develop their gifts so that they may give of their gifts to others.

We welcome your interest in joining the University of Mary. To apply, email a letter of interest and resume to employment@umary.edu or mail to University of Mary, Attn: Human Resources, 7500 University Drive, Bismarck, ND 58504.

Equal Opportunity Employer

APPLICATION INFORMATION

Postal Address:
Ashley Theisen
Human Resources
University of Mary
7500 University Drive
Bismarck, ND 58504

Phone:
701-355-8195

Fax:
701-255-7687

Email Address:
employment@umary.edu