

The Office of the Provost invites **applications and nominations** for the position of interim **Dean of the College of Arts, Humanities, and Social Sciences (AHSS)**. The position will begin in early November. This is an internal search, open to tenured full professors at NDSU.

See below for the position description and the minimum and preferred qualifications (*will be also posted on the Office of the Provost [website](#)*). **Screening will begin October 25, 2022** and remain open until a suitable applicant is chosen.

**To apply please send:** 1) a letter of interest addressing the minimum and preferred qualifications; and 2) curriculum vitae to [canan.bilen.green@ndsu.edu](mailto:canan.bilen.green@ndsu.edu) by **October 25, 2022 for full consideration**. Please contact Canan Bilen-Green ([canan.bilen.green@ndsu.edu](mailto:canan.bilen.green@ndsu.edu), 1-7040) if you have any questions about the position and/or the search process.

**Position Description.** North Dakota State University is seeking an experienced and accomplished leader to serve as the interim Dean of the College of Arts, Humanities and Social Sciences. Reporting to the Provost, the Dean is responsible for the oversight of all matters in the College. The Dean will:

- Provide leadership for the College in sustaining the strategic plan, developing priorities for hiring faculty and staff, and supporting initiatives aimed at student recruitment, retention, and success;
- Work collaboratively both internally and externally with administrators, faculty, staff and students to advance AHSS and NDSU;
- Manage the operations and budget of the College;
- Advance, nurture and craft development priorities and relationships for the College;
- Serve with integrity, transparency, and impartiality.

**Required Qualifications. The candidate must:**

- Hold a tenured full professor position at NDSU;
- Possess effective interpersonal, listening, written and oral communication skills;
- Have successful administrative experience with fiscal and managerial responsibilities as Department Chair, Head or Director, Associate Dean, or equivalent or higher;
- Demonstrate a commitment to shared governance and decision-making based on ethical and collaborative standards of conduct;
- Possess leadership skills that indicate an ability to maintain momentum for the College; advocate for the College as a whole; and create new opportunities for the College and NDSU; and
- Have a documented commitment to equity and inclusion.

**Preferred Qualifications.** It is preferred that the candidate have demonstrated experience in:

- Promoting research, creative activity, and instructional excellence;
- Managing, mentoring and evaluating professional staff;
- Fundraising and securing external funding; and
- Building enrollment for both undergraduate and graduate programs.

**Application Process.** While applications and nominations will be accepted until the position is filled, full consideration will be given to those candidates that submit application materials by October 25, 2022. A curriculum vitae and cover letter addressing the required and preferred qualifications should be submitted to [canan.bilen.green@ndsu.edu](mailto:canan.bilen.green@ndsu.edu). Questions about the search can be directed to Canan Bilen-Green ([canan.bilen.green@ndsu.edu](mailto:canan.bilen.green@ndsu.edu), 1-7040).

**Search Committee Members:** Will be posted on the Office of the Provost website once a committee is formed.