

Minnesota State
RIDGEWATER COLLEGE
Dean of Instruction/Liberal Arts & Sciences
Vacancy Notice

Posting Date: September 27, 201
Position: Dean of Instruction/Liberal Arts & Sciences
Classification: MnSCU Excluded Administrator – Range 6
PCN#: 00798577
Salary Range: \$76,962 - \$123,143
Effective Date: January 2021

RESPONSIBILITIES:

Under the direction of the Vice President of Student Success, this position:

- Provides administrative oversight and supervision primarily to liberal arts and sciences general education offerings on both campuses of Ridgewater College.
- Aligns division and program goals with the college's academic and strategic plan and the system's strategic directions (established by the Board of Trustees).
- Lead initiatives and day-to-day activities focused on eliminating the educational equity gaps for first-generation students, pell-eligible, indigenous students and students of color.
- Works collaboratively to create and implement continuous improvement initiatives to grow enrollment, improve retention and expand quality learning opportunities for students.

A detailed position description can be obtained from the Human Resource Office.

MINIMUM QUALIFICATIONS:

- Education: Master's Degree in any Liberal Arts & Sciences area
- College-level classroom teaching experience
- Demonstrated commitment to advancing diversity, equity, and inclusion
- Demonstrate commitment to a culture of continuous improvement
- Excellent interpersonal communication, human relations, conflict resolution and problem-solving skills.
- Ability to be physically present on both campuses to provide leadership

PREFERRED QUALIFICATIONS:

Experience:

- Five years college-level classroom teaching experience
- Experience teaching at a two-year college
- Work experience in a union environment
- Previous experience as a Dean in a college or university
- Understanding of and commitment to the mission of a comprehensive community college.
- Collaborative leadership style.
- Experience with a variety of pedagogical and technological educational delivery methods.

See second page for application instructions:

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Application Procedure:

- Please apply online at <https://ridgewater.peopleadmin.com/postings/1560>

Applicants must include:

- Online Employment Application
- Resume
- Letter of Interest addressing the position qualifications
- Unofficial copy of college transcripts (official copy will be required upon hire)
- A list of three professional references with contact information

ONLINE APPLICATIONS WILL BE ACCEPTED UNTIL POSITION IS FILLED

Applications received by midnight Sunday October 25, 2021 will receive priority review

For information please contact Jane Bohlsen jane.bohlsen@ridgewater.edu or 320-222-6075.

RIDGEWATER COLLEGE INSTITUTION INFORMATION:

EQUITY STATEMENT: Ridgewater College is committed to providing welcoming and inclusive campuses that value and respect the unique experiences, needs and contributions of individuals and groups from every background and identity to ensure that each student, employee and community member has a genuine opportunity for participation and success.

VISION: Ridgewater College is a student-centered educational leader focused on innovation, excellence and affordability.

MISSION: Ridgewater College empowers diverse learners to reach their full potential and enrich their lives through personalized and relevant education in an accessible, supportive, and inclusive environment.

GUIDING PRINCIPLES:

- Enterprising - We are future-focused, and change-oriented, developing creative solutions to challenges that maximize our institutional, system and local resources.
- Empowerment – We develop and empower employees to make decisions to best serve students and stakeholders.
- Excellence – We strive to exceed expectations in all that we do.
- Diversity, Equity, and Inclusion – We seek to understand and appreciate the needs and experiences of every individual and actively work to provide genuine opportunities for everyone to succeed and participate in college activities and processes.
- Trust and Respect – We are committed to developing a culture based in processes and behavior that create trust and respect among all stakeholders.
- Collaboration – We connect and work together to achieve common goals while respecting needs and interests of stakeholders.
- Curiosity and Creativity – We constantly strive to understand, learn, change, and improve.
- Accountability – As individuals and groups, we willingly accept and take ownership of our successes and failures.

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RIDGEWATER'S COMMITMENT TO EQUITY AND INCLUSION:

<https://www.ridgewater.edu/about/mission-vision-guiding-principles/>

DIVERSITY AND EQUITY PLAN:

<https://www.ridgewater.edu/about/college-governance/diversity-equity/>

NOTICE: In accordance with the Minnesota State Colleges and Universities (MnSCU) Vehicle Fleet Safety Program, employees driving on college/university business who use a rental or state vehicle shall be required to conform to MnSCU's vehicle use criteria and consent to a Motor Vehicle Records check.

NOTICE: Minnesota State Colleges and Universities is an Equal Opportunity employer/educator committed to the principles of diversity. We prohibit discrimination against qualified individuals based on their race, sex, color, creed, religion, age, national origin, disability, protected veteran status, marital status, status with regard to public assistance, sexual orientation, gender identity, gender expression, or membership in a local commission as defined by law.

As an affirmative action employer, we actively seek and encourage applications from women, minorities, persons with disabilities, and individuals with protected veteran status.

The employee should demonstrate a knowledge of and interest in diverse cultures and populations.

All applicants must be able to lawfully accept employment in the United States at the time of employment. For TTY, call Minnesota Relay Service at 7-1-1- or 1-800-627-3529.

**Ridgewater College is an Equal Employment Opportunity Employer
A MEMBER OF THE MINNESOTA STATE SYSTEM**

A Member of HERC Higher Education Recruitment Consortium www.uppermidwestherc.org