

WESTERN CONNECTICUT STATE UNIVERSITY
DANBURY, CONNECTICUT
EMPLOYMENT OPPORTUNITY

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

POSITION: Associate Vice President of Academic Affairs **OPEN TO:** The Public
DEPARTMENT: Academic Affairs **DATE POSITION AVAILABLE:** ASAP
SALARY: \$130,825 (minimum) **WORK HOURS:** 40 hours per week
DATE POSTED: March 14, 2012 **CLOSING DATE:** April 13, 2012
JOB POSTING #: 00100625 **LOCATION:** Danbury, Connecticut

Western Connecticut State University is currently accepting applications for the position of Associate Vice-President for Academic Affairs. This position reports to the Provost/Vice-President for Academic Affairs and will be responsible for providing supervision and leadership in the development and implementation of policies and procedures governing the planning, approval process, and accreditation of academic programs.

Specific responsibilities of the Associate Vice-President will include assisting the Provost/Vice President of Academic Affairs with matters of curriculum, assessment, and accreditation, supervising the Division of Graduate Studies, coordinating the program/course approval process with the Connecticut Department of Higher Education, providing policy advice, and representing the Provost/Vice President of Academic Affairs in her absence.

Qualifications: A Doctoral degree and five to seven years of administrative experience in academic affairs is required. Demonstrated ability in academic program development, review, and approval as well as demonstrated experience with higher education accreditation processes is required. Demonstrated supervisory ability is preferred. Experience with campus governance and collective bargaining agreements is preferred. Excellent oral and written communication skills are required. As WCSU is a dynamic, diverse workplace, the proven ability to work effectively with people from a variety of backgrounds, cultures, and disciplines is highly valued.

Minimum Starting Salary: \$130,825. A comprehensive benefits package is available. Additional information can be found on our website at www.wcsu.edu/hr/benefits/. Once on this website select the Management and Confidential Professional Personnel employment group.

To Apply: Interested candidates must apply electronically by sending a brief cover letter discussing candidate's interest in the position, academic/administrative background as well as any noteworthy accomplishments; current curriculum vitae; and contact information for three to five professional reference to hrpositions@wcsu.edu Attn. Mr. Fred Cratty, Director of Employee Relations. Please submit your materials in one (1) complete file (PDF or Word format only) and not via multiple attachments. Applications must be received no later than **Friday, April 13, 2012.**

WCSU is located in Danbury, a city in Fairfield County, 50 miles north of New York City. The University is located on two campuses and serves approximately 6,000 undergraduate and 500 graduate students. WCSU is one of the four comprehensive universities that comprise the Connecticut State University System. WCSU is divided into the School of Arts & Sciences, the School of Visual and Performing Arts, the School of Professional Studies, the Ansell School of Business, and the Division of Graduate Studies. The operating budget is approximately \$118 million and the University employs approximately 600 full-time employees of whom 228 are teaching faculty. For more information about WCSU, please visit our website at www.wcsu.edu.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.