

**NAUGATUCK VALLEY COMMUNITY COLLEGE  
JOB OPPORTUNITY  
ASSOCIATE DEAN FOR LIBERAL ARTS AND BEHAVIORAL/SOCIAL SCIENCES  
12-MONTH, MANAGEMENT POSITION**

**[PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!](#)**

**Open To:** The Public

**Location:** Naugatuck Valley Community College

**Minimum Salary:** \$92,883, annual approximate plus excellent medical insurance, retirement and related fringe benefits.

**Closing Date:** December 1, 2014

**Minimum Qualifications:**

Master's degree in a discipline appropriate to the management of learning in higher education together with five or more years of experience in higher education, including at least three years of supervisory experience, with training and experience in student services and academic administration, preferred.

Applicants who do not meet the minimum qualifications as stated are encouraged to put in writing precisely how their background and experience have prepared them for the responsibilities of this position. They must also provide appropriate references. Exceptions to the degree requirements may be made for compelling reasons.

**Responsibilities:** The Associate Dean for Liberal Arts and Behavioral/Social Sciences, reporting to the Dean of Academic Affairs, collaborates with and assists the Academic Dean with administrative, strategic, and research-based support for program and discipline assessment, advancement of academic rigor, research and development of student success strategies, and serves as a member of the Academic Affairs Management Team. In addition, the Associate Dean manages the Liberal Arts and Behavioral/Social Sciences academic division. This includes the design and development of courses and curricula, and the direction of assigned faculty and staff in teaching and administering the instructional programs at a two-year Connecticut Community College which offers degree and certificate programs in a broad range of liberal arts, occupational and career studies. The Associate Dean is accountable for assuring the successful conduct of the Division's programs and for the optimum learning outcomes of its students through effective performance in the areas of program and curriculum design and development; faculty selection and professional development; instructional quality; budget and fiscal management; administration and resource management; program evaluation and assessment; community relations; assistance and support to the Dean of Academic Affairs and Student relations.

**Application Instructions:** For complete application instructions, please go to the Naugatuck Valley Community College website at <http://www.nvcc.commnet.edu/newsevents/employment.shtml>

All employment, if offered, is contingent upon proof of citizenship or employability under the requirement of the Immigration Reform and Control Act (IRCA).

**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.

Continuing Notice of Nondiscrimination: Naugatuck Valley Community College does not discriminate on the basis of race, color, religious creed, age, sex, national origin, marital status, ancestry, present or past history of mental disorder, learning disability or physical disability, sexual orientation, gender identity and expression or genetic information in its programs and activities. In addition, the College does not discriminate in employment on the additional basis of veteran status or criminal record. The following individual has been designated to handle nondiscrimination policies regarding disability policies: Robert Divjak, Director of Facilities/Section 504/ADA Coordinator, Room C216, Naugatuck Valley Community College, 750 Chase Parkway, Waterbury, CT 06708; 203-575-8235. The following individual has been designated to handle nondiscrimination policies regarding sex discrimination as well as other forms of prohibited discrimination: Jacquie Swanson, Associate Director of Human Resources/Title IX Coordinator, Room K704, Naugatuck Valley Community College, 750 Chase Parkway, Waterbury, CT 06708; 203-575-8043.

All necessary qualifications and application instructions are listed above. Any inquiries should be directed to the Department of Human Resources.