Dean of the School of Education
Clark Atlanta University (CAU) a private, historically black university with a distinguished history, is seeking a Dean for the School of Education. Reporting to the Provost and Vice President for Academic Affairs, the Dean of the School of Education will play a visionary and leadership role in transforming the School to seize today’s opportunity to address 21st century challenges, including meeting regional needs for teachers and for higher education leaders. The new Dean will assume officer no later than Summer 2018.

THE UNIVERSITY

For more than 150 years, CAU, has been a national engine of higher education and learning. The university is a consolidation of two institutions: Clark College, founded in 1869, the nation’s first private, liberal arts institution to award baccalaureate degrees to African Americans, and Atlanta University, founded in 1865, the nation’s first African American graduate institution. The institutions were consolidated in 1988 to become Clark Atlanta University. With its nearly 4,000 students, CAU is the largest of the four autonomous institutions (CAU, Morehouse College, Spelman College and Morehouse School of Medicine) in the Atlanta University Center Consortium (AUCC) which boasts one of the largest concentrations of African American students and faculty of color in the United States.

CAU is a nationally ranked doctoral research university and is the only historically black university in the Georgia Research Alliance, an alliance of research institutions in the state. Through its Schools of Arts & Sciences, Business, Education and Social Work, the university offers 38 major areas of study and awards bachelor's, master's, specialist, and doctoral degrees. More than 70 percent of the students are from out-of-state, and nearly 10 percent are international students. About a quarter of the student population are graduate students. CAU boasts a diverse faculty and an alumni network that includes educators, entrepreneurs, corporate executives, social workers, scientists, engineers, public servants, artists, and more, many of whom are change agents on the local, national, and international stage.

Clark Atlanta University’s mission is to transform students’ lives by preparing them to make a difference in their communities and beyond. Under President Ronald A. Johnson, CAU is positioning itself to address the challenges of our time through I.D.E.A.S., a concept that focuses on innovation, entrepreneurship, design and systematic thinking, and environmental sustainability in the arts, humanities, science, and technology, in order to prepare students to engage effectively in the 21st century knowledge economy.

The university serves as a cornerstone for developing the greatest potential in leaders from various socio-economic, cultural, and ethnic backgrounds. In Fall 2016, the university enrolled its largest freshman class in more than five years reflecting a pool of students with very high grade point average, SAT and ACT scores in comparison to the national data. In its 2015 listing of America’s Best Colleges, U.S. News and World Report ranked CAU one of the Top 20. The same year, Princeton Review ranked the institution one of the "Best Southeastern Universities.” A January 2017 study by the National Bureau of Economic Research, titled “Mobility Report Cards: The Role of Colleges in
Intergenerational Mobility”, ranked CAU as the leader among Atlanta area college in the rate of economic mobility. This report confirms CAU as an economic catalyst in changing lives and communities in metro Atlanta, Georgia, the national and the world. CAU is fully accredited by the Southern Association of Colleges and Schools – Commission on Colleges (SACS-COC).

The University is located in the heart of Atlanta, minutes from downtown, a world-class airport, multiple parks and green space, and numerous amenities for entertainment, sports and restaurants that all offer a top-tier quality of life.

Founded more than 70 years ago, the School of Education has a long-standing commitment to preparing educators who are critical thinking change agents for social justice in urban schools and communities. The School’s outreach to the community has included the nationally acclaimed Horizon Project and the Booker T. Washington High School Early College Program which brings high school students to earn college credit at the university. The School has three academic departments: Counselor Education, Curriculum and Instruction, and Educational Leadership. These departments offer undergraduate, master’s, specialist, and doctoral degrees and certificates in several programs, including Early Childhood Education, Secondary Education in both Math and Science, Special Education, School and Community Counseling, and Educational Leadership for both P-12 and Higher Education. In May 2017, the School graduated two Bachelors, 124 Masters, 1 Specialist, and 21 Doctoral degree students. The School is accredited by the Council for the Accreditation of Educator Preparation (CAEP) and the Georgia Professional Standards Commission (PSC), and the Council for Accreditation of Counseling and Related Educational Programs (CACREP).

**LEADERSHIP AGENDA FOR THE DEAN OF THE SCHOOL OF EDUCATION**

Reporting to Clark Atlanta’s Provost and Vice President for Academic Affairs, Dr. Peter Nwosu, the Dean of the School of Education will provide oversight and leadership consistent with the responsibilities for deans outlined in the University’s Faculty Handbook.

The Dean will work with department chairs to supervise, evaluate, and advocate for the faculty and staff in the School of Education. This includes recommending: promotion, tenure, and/or disciplinary action for the personnel in the School; employment of new faculty in consultation with the search committee and department chairs; and, in consultation with the faculty and department chairs, curriculum changes as required through appropriate campus committees, and ensures that these changes are reflected in the current catalog, if approved by the University bodies.

The Dean provides leadership for accreditation, academic audit, and program reviews directed at continual improvement in program quality and student learning, and ensures that all activities related to compliance with professional standards and the accreditation of all education-related programs meet or exceed standards. The Dean will ensure that data regarding student learning
outcomes, including achievement and evidence of improvement, are analyzed and maintained in TracDat, the University’s electronic assessment management system.

In addition, in consultation with faculty and staff, the Dean recommends annual School budget and oversees expenditures from the budget; and submits annual goals for the School, prepares mid-year and annual reports on progress toward those goals, and enters the information into TracDat, the University’s Assessment Management System.

Additional responsibilities include:

- Working with department chairs, faculty, and the Office of the Registrar to prepare class schedules for each semester.
- Collaborating with the department chairs to represent the faculty, staff, and students of the School within the University and other external constituencies.
- Recruiting, assigning, and evaluating adjunct faculty with the assistance of the department chairs and full-time faculty.
- Providing leadership to the department chairs and faculty in the incorporation of technology and active learning strategies, to include online learning.
- Preparation of assigned accreditation reports.
- Representing the School at assigned meetings.
- Working with the President, Provost and Vice President for Academic Affairs and faculty to derive optimal benefit from internal and external advisory committees.
- Collaboration with the faculty, department chairs and employers to secure cooperative education/work-based learning experiences for students in the School.
- Assisting in the resolution of student grade and policy appeals.
- Encouraging and promoting grant-writing among department chairs and faculty and participates in collaborative grant proposals with area colleges, universities and agencies.
- Teaching courses as appropriate.
- Engaging in activities to generate additional revenue streams to the School and the University.
- Other duties as assigned.

The next Dean will provide leadership and vision to build on the School’s quality of excellence and reputation, and work with internal and external stakeholders to advance the university’s goal of making CAU’s School of Education one of the premier education schools in the South and in the nation. The Dean will embrace academic and strategic planning and innovation to respond to market needs and growth opportunities, related to distance education/online learning and delivery.

Lead the enhancement of teaching and learning through the meaningful use of technology and active learning strategies, including collaborating with faculty, department chairs and employers to offer cooperative education and other work-based learning experiences for students in the School as well as external constituents.

Manage and enhance resources to achieve and sustain the School’s strategic vision through effective data-informed processes for management and allocation of existing resources, increasing resources through fundraising, encouraging and supporting grant-writing among department chairs and faculty, and engaging in collaborative grant proposals with area colleges, universities and agencies.
Lead, manage and communicate effectively with the diverse constituencies of the School of Education, with a style that is grounded in collaboration, accountability, and transparency; and demonstrated ability to work in diverse environments, and with a population that comprises of racial/ethnic minority, low-income, and first-generation college students.

REQUIRED QUALIFICATIONS

- Earned doctorate in education or education-related discipline, with a record of teaching and scholarship commensurate with appointment at the rank of professor with tenure in a discipline offered by the School;
- Successful experience in a position of academic leadership at the level of department chair or above that demonstrates increasing levels of leadership responsibility and accomplishment.

DESIRED EXPERIENCE AND ATTRIBUTES

- Success with the Council for Accreditation of Educator Preparation accreditation efforts, and necessary external review processes;
- Familiarity with national developments in education schools/colleges;
- Strong interest in technology, innovation, and online learning;
- An ability to create a model for education that combines practices in traditional classroom instruction and limited residency programs;
- Verifiable dedication to undergraduate and graduate teaching and learning;
- Commitment to the career and academic advancement of faculty with diverse backgrounds;
- Effectiveness in budget management and fundraising;
- A strong work ethic and the ability to prioritize and complete all position responsibilities in a timely manner;
- The ability to work with an external advisory board that assists with fundraising;
- The skill to communicate effectively within the School and the university, and with alumni and community members;
- An ability to develop partnerships between the School and the external communities;
- An ability to cultivate dynamic relationships with community leaders who are focused on urban education and social justice;
- An ability to lead student recruitment, retention, and placement;
- The ability to articulate a vision for the School;
- An ability to work as a team member in fostering the achievement of the mission of the university;
- Exhibits a strong interest in technology and innovation;
- Demonstrates superb written and oral presentation skills as well as organizational and interpersonal skills;
- Exhibits a commitment to the highest caliber of research, teaching, and professional excellence.

APPLICATION PROCEDURES

Nominations and applications will be accepted until the position is filled but only materials received by October 20, 2017 are ensured full consideration. All nominations, applications, and inquiries will be held in full confidence with only finalists identified for on-campus interviews.
Application materials should consist of a curriculum vitae, a substantive cover letter addressing the criteria outlined above, and a list of five references with contact information as well as a note explaining the working relationship with the candidate. No references will be contacted without the explicit permission of the candidate. All application materials must be submitted electronically to jobs@cau.edu.

CLARK ATLANTA UNIVERSITY IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

It is the policy of the University that all faculty and staff employees and applicants receive equal consideration and treatment. All recruitment, hiring, placements, transfers, promotions will be on the basis of qualifications of the individual for the position being filled regardless of race, color, religion, national origin, ancestry, age, sex, marital status, pregnancy, medical condition, non-disqualifying disability or handicap, or whether the individual is a Disabled Veteran of the Vietnam Era. All other terms of employment are governed by this policy.