Applications and nominations are invited for the position of Dean of the School of Arts and Sciences at Clark Atlanta University, Atlanta, Georgia. The Dean serves as the chief academic and administrative officer for the school, reporting to the Provost and working with the Council of Deans to formulate University policy. Arts and Sciences is the largest of the four (4) schools at the University. It offers the baccalaureate degree in 28 majors, 26 master’s degrees and 6 doctoral degrees.

Duties and Responsibilities
The Dean is responsible for providing leadership, and for shaping the vision, teaching, research, scholarship and service missions of the school. The responsibilities also include supervision of department and program chairs, enrollment management, the development and management of the school budget, the responsibility for strategic planning, making recommendations for personnel appointments, faculty and staff evaluation, faculty and staff development, promotion and tenure. A major component of the Dean’s responsibility includes providing leadership for fundraising and the acquisition of resources to support teaching, research initiatives and technology upgrading. The Dean serves as the University liaison with external bodies on all matters relating to professional standards, accreditation reviews, fundraising, public relations, and marketing of the school.

Qualifications
Qualified candidates must have an earned doctorate as well as other qualifications appropriate to the appointment at the full Professor level in one of the following fields, Natural Sciences, Humanities, Communication Arts or Social Sciences. Prior higher education teaching and administrative experience are desired. Dean and/or Associate Dean level experience is preferred. The successful candidate should show evidence of scholarly achievement and a record of successful fundraising. The Applicant must exemplify a commitment to student learning, cultural and ethnic diversity, and affirmative action. Additionally, the preferred candidate will demonstrate a global perspective and a commitment to international education.

Starting Date, Salary, and Rank
The position will be available beginning July 1, 2006. The salary is competitive and will be commensurate with qualifications, duties and responsibilities.

Application Deadline and Procedure
Individuals seeking consideration for this position should submit their application package no later than December 1, 2005. Screening of applications and nominations will begin in December 2005 and will continue until the position is filled. The letter of application should contain the curriculum vitae, a statement addressing how the applicant meets the qualifications, experiences specific to the position and the names, addresses, and phone numbers of three references.

The University
Clark Atlanta University was formed in 1988 through the consolidation of Atlanta University, founded in 1865, and Clark College founded in 1869. Clark Atlanta is classified as a Doctoral I university and enrolls approximately 4,100 undergraduate and 1,100 graduate students from more than 40 states and 50 countries. CAU is one of only two private, historically Black, comprehensive Universities in the nation offering degrees from the bachelors through the doctorate. The University is comprised of the Schools of Arts and Sciences, Business Administration, Education, and Social Work. The University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools and the Board of Higher Education and Ministry of the United Methodist Church. Each of the professional schools is accredited by its discipline specific agency.

Applications should be sent to:

Chair, Dean of the School of Arts and Sciences Search Committee
Office of the Provost and Vice President for Academic Affairs
Clark Atlanta University
James P. Brawley Drive at Fair Street, SW
Atlanta, GA 30314
(404) 880-8753 FAX: (404) 880-6157
www.cau.edu

Clark Atlanta University values diversity and is an AA/EEO/ADA Employer