



Concordia
UNIVERSITY • SAINT PAUL

Date of Notice: September 1, 2009

**Announcing the Availability
of the Following Faculty Position:**

Dean, College of Education

**In the Department of
College of Education**

Position Responsibilities:

The Dean is a member of the university faculty and serves as the administrative leader and the coordinator of financial matters and curriculum and instruction in the college. The position of Dean of the College of Education (COE) at Concordia University, St. Paul (CSP) is a tenure-track faculty role with full-time administrative responsibilities. The distribution of responsibilities include expectations as a year-round administrator, with up to 4 semester hours of teaching workload (negotiable) and up to 4 semester hours of advising/committee workload (negotiable). The Dean carries out the goals and vision of the university and its mission, under the President and Vice President for Academic Affairs, with specific focus on the mission, vision, and goals of the College of Education.

Qualifications:

Required Qualifications

- Experience as a classroom educator in a birth through grade 12 setting. Preference will be given to candidates with experience in Lutheran schools.
- Active membership in a Christian church. Because of the dean's role in overseeing Lutheran Teacher Education Programs, members of a Lutheran Church—Missouri Synod congregation will be given hiring preference.
- A commitment to Christian higher education and the [mission and values](#) of a Lutheran University

Preferred Qualifications

- Earned doctorate in education or a related field
- Interest, experience, and ability to lead, supervise, and manage the activities of a college at the university
- Demonstrated leadership and management skills
- Strong team building skills and the ability to work effectively and collegially with others
- Highly developed skills in written and oral communication, human relations, and creative problem solving
- A commitment to enrollment growth in the college
- A commitment to ensuring quality academic programs in the college including alignment with professional organizations and accreditation processes
- A commitment to building diversity in the college

Additional Information:

Faculty Status:	Tenure Track
Job Type:	Full-time
Benefit Eligibility:	Full benefit program
Preferred Starting Date:	As soon as possible
Application Deadline:	Until position is filled

To apply please send an application letter, curriculum vitae, graduate transcripts, and three letters of recommendation to:

Via postal mail:

**Lonn Maly
Vice President for Academic Affairs
Concordia University-St. Paul
275 Syndicate St. N., St. Paul, MN 55104-5494**

Via e-mail:

simon@csp.edu

Questions can be directed to **Jill Simon**, Executive Assistant to the Vice President for Academic Affairs, at **(651) 641-8730** or simon@csp.edu.

This position requires commitment to the mission of Concordia University, St. Paul. Concordia is an equal opportunity employer and encourages women and minorities to apply. However, because Concordia is an institution of the Lutheran Church-Missouri Synod, active members of Lutheran churches may be given preference.

See our website at <http://www.csp.edu/employment/>
or learn more about Concordia University-St. Paul at <http://www.csp.edu/>