

**The University of Connecticut
Neag School of Education—Department of Educational Leadership
in partnership with the
Division of Student Affairs**

**Open Rank Extension Professor and Program Director
Higher Education and Student Affairs (HESA) Master's Program**

The open rank extension professor and program director of the Higher Education and Student Affairs (HESA) master's program will join the outstanding faculty in the Department of Educational Leadership in the Neag School of Education, reporting to the Department Head. The Neag School of Education stands out as a major contributor to instructional and research excellence at the University of Connecticut, one of the nation's leading public higher education institutions. According to 2016 *U.S. News & World Report* rankings, the Neag School ranks among the top 25 public graduate schools of education in the nation. The 11-month, non-tenure track open rank extension professor and program director will hold a unique leadership position sustaining the strong collaboration between the Neag School of Education and the Division of Student Affairs at UConn. The Division prides itself on its "*One division. Multiple services. Students first.*" approach and is comprised of 19 departments serving the Storrs campus. The mission of the Division is to provide programs, services, and co-curricular experiences that enhance student success. The HESA program is a nationally recognized master's (MA) program that fosters intellectual and professional development of individuals seeking careers in higher education or student affairs administration. Through a cohort model, the program emphasizes a theory-to-practice approach by exposing students to contemporary research and experiential learning.

Job responsibilities include:

Candidates will be expected to have professional, teaching, and research expertise in student affairs as well as a demonstrated commitment to issues of social justice and equity as evidenced in recruitment, admissions, retention, and the HESA curriculum. The Neag School and the Division of Student Affairs expect the open rank extension professor and director for the HESA program to lead within HESA as well as to serve as a representative of HESA on larger School and Division initiatives. Specifically, the responsibilities associated with this position will focus on the following three areas:

Leadership Responsibilities: As open rank extension professor and director for the HESA program, a successful candidate will be expected to sustain and continue to promote collaboration between the Department of Educational Leadership and the Division of Student Affairs. The Director works closely with two tenure-track Educational Leadership faculty members who teach and advise within the HESA program, and while these faculty members report to the Department Head, they also have a strong relationship to the capacity of the HESA

program. The director serves as liaison to the student affairs leadership team, establishing linkages between the goals of the HESA program and the division, and working closely with partners on campus to organize assistantship and practicum experiences for all HESA students, including placement. Additionally, the Director will oversee the HESA admissions process, including serving as liaison to the Graduate School throughout the admissions process and supervising one full-time graduate assistant student, who aids in the admissions process and community development of HESA cohorts. The Director will also be responsible for overseeing curriculum development and review. Additionally, the Director will continue existing alumni relations, expand and deepen relationships with HESA alumni, seek opportunities to develop and further donor relations, and oversee the planning of related events.

Teaching/Advising: The open rank extension professor and director will teach a minimum of 2 courses in the HESA program per semester, coordinate assignment of advisees, the course schedule and teaching assignments of all instructors, as well as lead the HESA Faculty meetings and meetings with program partners from the UConn community. In addition, the Director will facilitate a new student academic orientation each fall, serve as liaison to the Graduate School on advisement and graduation timeline and expectations, and advise students in the HESA program in regard to degree requirements, course selection, and personal and professional development opportunities. The Director will lead the planning of the annual Graduation and Hooding events as well. Lastly, the Director will lead efforts to network with professional organizations and colleagues to provide career development opportunities for HESA students.

Research: The open rank extension professor and director will be expected to demonstrate a sound research agenda and potential for continued research, publications and presentations (authorship/co-authorship of peer-reviewed manuscripts, books, and book chapters in respected publications or outlets, both academic and applied) relevant to student affairs.

Minimum qualifications:

Doctoral degree in Higher Education, or related field.

10 years experience in student affairs administration, including program development and planning, implementation and assessment, practicum development and coordination, advising and mentoring, and/or experience in guiding career and professional development.

An understanding of, and clear commitment to, increasing diversity and fostering an inclusive and equitable working and learning environment.

Evidence of effectiveness in graduate level teaching experience in higher education and student affairs.

Demonstrated experience supporting and mentoring master's students.

Experience in managing large and complex budgets, as well as writing, securing and/or participating in grants.

Experience in assessment, evaluation, and/or research.

Strong verbal communication and interpersonal skills to work and interact effectively, collaboratively, and cooperatively within a diverse community of students, faculty, staff, and external stakeholders.

Demonstrated commitment to expanding access and opportunity for students and an appreciation of the instrumental roles colleges and universities play in our society.

Participation in national higher education and student affairs associations.

Preferred qualifications:

Strong record of scholarship.

Fundraising potential.

Demonstrated success leading and collaborating among multiple departments to advance strategic initiatives.

Clear evidence of progressive leadership experiences in higher education administration positions.

Leadership in national higher education and student affairs associations.

To apply: Submit a cover letter, curriculum vitae, and the three professional letters of references **via Husky Hire** (www.jobs.uconn.edu). Please be sure application materials demonstrate how candidate meets the qualifications for this position. Employment of the successful candidate will be contingent upon the successful completion of a pre-employment criminal background check. Screening will begin January 4, 2016.