

POSITION ANNOUNCEMENT DEAN OF THE GRADUATE SCHOOL

Albany State University is accepting applications for the position of Dean of the Graduate School. It is seeking an energetic, dynamic well-organized individual to join a distinguished faculty and administration at one of the premier senior units of the University System of Georgia. Located in southwest Georgia, The Graduate School at Albany State University defines and promotes excellence in graduate education and the research and scholarly activities associated with it. It also brings an institution-wide perspective to all post-baccalaureate endeavors. Employees receive all benefits provided by the University System, including hospital and major medical insurance, group life insurance and participation in the Georgia Teachers Retirement System, Optional Retirement Plan and Social Security.

Responsibilities: The Dean of the Graduate School is a member of the University faculty and an ex-officio member of the Faculty Senate and all committees of the University pertaining to matters of graduate studies. The Dean reports to the Vice President for Academic Affairs, and is, in consultation with various departments to devise, plan and implement, improve and enlarge graduate programs and course offerings. The Dean coordinates with departments to recruit and admit students for graduate studies. He/she will supervise continuing education and global studies programs. The Dean of the Graduate School will be on the same organizational level as the deans of the academic units but without a teaching faculty.

Qualifications: The successful applicant must have a terminal degree with appropriate credentials for appointment to the graduate faculty and rank in one of the four Colleges -- Education, Arts and Humanities, Sciences and Health Professions or Business. He/she will be required to teach at least one course per semester. The successful candidate also must be able to demonstrate a progressive level of accomplishments in building robust graduate programs with growing enrollment numbers, operating innovative distance education graduate programs, and coordinating graduate faculty and student scholarships (including research, teaching, and grantsmanship).

Deadline: September 15, 2008 or until the position is filled.

Employment Date: January 2, 2009

Salary: Competitive and commensurate with qualifications and experience

Application Details: Current federal law requires identification and eligibility verification prior to employment. Only U.S. citizens and aliens authorized to work in the United States may be employed. Application, to include a curriculum vita, official transcripts and complete contact information for five references, should be sent to:

**Director, Human Resources Management
Albany State University
504 College Drive
Albany, Georgia 31705**

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