

FOUNDING DEAN, School of Arts & Sciences

### **Position Announcement**

Molloy College seeks an energetic, creative visionary who will serve as the founding Dean for the School of Arts & Sciences. The successful individual will serve as an advocate for expanded programmatic excellence and impact, rooted in an understanding of the institution, its history and Dominican tradition, and will provide leadership to all constituents within the College.

### **About Molloy College and the School of Arts & Sciences**

Molloy College, an independent, Catholic college located in Rockville Centre, Long Island, provides a value-centered, multidimensional education with more than 50 quality academic undergraduate and graduate degree programs. Founded in 1955 by the Sisters of Saint Dominic, the College provides over 4,900 undergraduate and graduate students with a variety of competitive academic programs including liberal arts and sciences, business, education, and nursing. Combining the strengths of academic excellence and leadership with personal, compassionate mentoring, Molloy brings out the best in every student. Molloy is one of the most affordable private colleges in the region, recently ranked by Money magazine as the number one "Value All-Star" in the nation.

Since the College's founding, Molloy has been educating students to become professionals in their fields of choice, with a strong foundation in the liberal arts and sciences. To better achieve the College's mission, the new School of Arts & Sciences will elevate the profile of the previous divisions of Humanities, Social Sciences, and Natural Sciences, by strengthening and redefining the general education core through a closer alignment with the Dominican tradition and by fostering integrative learning, with majors in disciplines such as Biology, Mathematics, Communications, English, History, Political Science, Modern Languages, Philosophy, Music, Theatre Arts, Theology & Religious Studies, New Media, Criminal Justice, Sociology, and Psychology and professional programs such as Social Work, Clinical Mental Health Counseling, Music Therapy, Communication Sciences and Disorders, and Allied Health & Sciences. A process is currently in place to further refine the distinct departments and structures, and the new Dean will play a leading role in finalizing and implementing the ultimate composition of the School.

When combined, the new School will provide over 370 general education courses as part of every degree program at Molloy with a focus on developing the knowledge, skills, and abilities necessary to serve as an engaged citizen of the 21<sup>st</sup> Century. The School will enroll approximately 700 in bachelor's degree programs and 165 in master's degree programs, with higher enrollments planned for the future. The School will boast 93 full-time and approximately 218 part-time faculty.

As the senior academic officer of the School, the Dean shall be responsible for effective leadership, administrative oversight, resource allocation, and management (including fiscal/budgetary issues and workload), delivery of instructional programs, oversight of scholarly activities and service, and liaising with units such as the library, as well as the College administration. The Dean is also responsible for communicating the vision and goals of the School to internal and external constituencies. The Dean shall be responsible for the administration and for efficient conduct of the educational programs and scholarly activities of the School and for integrating the strategic plans of the School with those of the College. The Dean shall enforce the policies and regulations adopted by the Board of Trustees, the President, and the Vice President for Academic Affairs.

### **Primary Administrative Responsibilities of the Deanship:**

- Provide leadership, vision, and oversight for the School, overall direction for all programs, and act as a liaison with all constituencies associated with the School;
- Represent the School in matters related to the Office of Advancement; foster the awareness of Molloy's programs locally, regionally, and nationally;
- Consult with Associate Deans/Program Directors/Chairs to inform the Operational & Capital Budget of the School;

- Oversee curriculum development, revision, and change, and program integrity and quality;
- Oversee program evaluation and assessment related to professional standards and accreditation bodies;
- Consult with specific Associate Deans/Program Directors/Chairs for the hiring of faculty and staff. The Dean will meet with finalists for such positions, and in consultation with the Chairperson will make a recommendation to the VPAA;
- Identify opportunities for grants; foster active faculty involvement in research, creative endeavors, and publications;
- Encourage faculty collaboration within the School of Arts & Sciences and between the Schools of Business, Education, and Nursing; and,
- Maintain channels of communication with students.

**Required qualifications:** An earned doctorate from a recognized, accredited university; significant administrative experience such as dean, associate dean, department chair, program director or equivalent position; academic credentials commensurate with the rank of tenured full professor in the College; demonstrated success in promoting diversity; successful relationship-building experience; demonstrated strong communication skills; a proven track record of high regard for faculty and a leadership style that ensures the development of a high-performing, cohesive, collegial faculty; successful budget management skills; and experience in hiring, developing, and evaluating personnel in a higher education institution.

**Preferred qualifications:** Significant and well-developed record of scholarship; experience in growing and promoting research within a traditionally teaching-focused institution; curriculum and assessment development experience; fund raising experience; administrative experience in managing graduate and undergraduate programs; experience and familiarity with distributed learning models and undergraduate research; a high level of competency with technology; a record of innovative problem solving and outcomes driven leadership; and a track record of collaborative relationships both internal and external to the College.

### **Nomination and Application Process**

Nominations and applications will be accepted until the position is filled. All nominations, applications, and inquiries will be held in full confidence until finalists are identified for on-campus interviews. Nominations, inquiries and expressions of interest should be forwarded, in confidence, to:

**Steve Leo, Partner**  
**Lindsay Allison, Associate**  
**Storbeck/Pimentel & Associates, LP**  
[MolloyDean@storbecksearch.com](mailto:MolloyDean@storbecksearch.com)  
**484-263-5552**

"Molloy College does not discriminate on the basis of an individual's race, color, national origin, religion, creed, age, disability, sex, gender identity, sexual orientation, familial status, pregnancy, predisposing genetic characteristics, or military status; in its administration of educational policies, programs or activities; its admissions policies; or in employment practices."

Molloy College takes its responsibility seriously to establish an environment in which the dignity and worth of all members of the institutional community are respected. In its effort to provide an optimal learning environment the College seeks the appointment of persons who are highly qualified and whose background is appropriate to fill each vacancy. It is College policy to recruit, employ, retain and promote employees without discrimination regarding sex, race, color, creed, religion, age, marital status, sexual orientation, veteran status, national or ethnic origin or physical disability. In selecting for employment, the College is committed to the highest standard of excellence and will select the best qualified candidate. In cases where there are equally qualified candidates for positions, selection will be made from those groups of persons who have been identified by the Federal and State Governments as having been discriminated against in the past.