HEAD WITH FACULTY RANK (Job ID: 331409)
DEPARTMENT OF FAMILY SOCIAL SCIENCE
COLLEGE OF EDUCATION AND HUMAN DEVELOPMENT
UNIVERSITY OF MINNESOTA

The College of Education and Human Development (CEHD), University of Minnesota, invites nominations and applications for a dynamic and innovative leader for the position of Head of the Department of Family Social Science (FSoS).

We are looking for candidates who are effective leaders in one or more of the disciplines represented in the department (family science, couples and family therapy, parent and family education), who have demonstrated academic leadership, and who can guide strategic planning and administrative management of a department as well as collaborate with college peers and leaders within a large and complex public university. Successful candidates will have strong interpersonal communication and organizational skills to lead a storied department with a long history to maintain and refine its academic mission and leadership in research, program development, instruction, and Extension education as well as outreach/community engagement with diverse communities. Successful candidates will have demonstrated high ethical standards and are expected to lead in a transparent and collaborative manner with a strong commitment to diversity.

Information about FSoS
The Department of Family Social Science is a multidisciplinary department in which faculty and students use the knowledge and methods of the social sciences to examine the family as a system as it interacts with the environment. Our vision is to be an international leader in:

- Undergraduate, graduate, and extension education
- Discovery and application of new knowledge, and
- Innovative engagement with communities.

The Family Social Science (FSoS) Department is a collaborative and supportive community devoted to research, theory, therapy, and education. Our mission is to enhance the well-being of diverse families in a changing world through research, teaching, and outreach. We do this by partnering and consulting with families, communities, and organizations to address psychological, cultural, social, and economic issues affecting families locally, nationally, and globally. Our socially relevant work is organized around four departmental themes: families and economic well-being, families and health, families and diversity, and relationships and development across the lifespan. The department offers both undergraduate and graduate (masters and Ph. D.) degrees and consists of three distinct program areas and an undergraduate program. These programs include FSoS, Couple and Family Therapy (CFT), and Parent Education. We also have depth work in Prevention Science and colleagues who focus on extension research and outreach efforts. Our programs individually—and collectively—make us the strong department we are, along with our shared values of Collaboration – Excellence – Diversity – Inclusiveness. Please visit our website at [http://www.cehd.umn.edu/fsos/](http://www.cehd.umn.edu/fsos/) for detailed information.
Information about the Twin Cities
Located in the culturally diverse cities of Minneapolis and St. Paul, the University offers unique opportunities for research and participation in varied cultural communities. The College of Education and Human Development is one of the top ranked professional schools of education in the nation. We are an inclusive, nationally distinctive college that explores education and human development across the lifespan to increase the intellectual synergy and cooperative inquiry required to address the complexity of educational and social issues facing children, youth, and families in the 21st century. Further information about the U of M can be found at [www.umn.edu/twincities/about.php](http://www.umn.edu/twincities/about.php) and on the Relocation Assistance Program site [http://www1.umn.edu/ohr/rap/](http://www1.umn.edu/ohr/rap/). Additional information about the college can be found at: [http://www.cehd.umn.edu/](http://www.cehd.umn.edu/)

Position Overview:
The Head, in collaboration with faculty and staff, provides leadership both as an active scholar and by supporting department scholarship. The Head formulates and implements department policies and practices, nurtures the professional growth of individual faculty, creates a welcoming environment for diverse students and faculty, and works to improve the quality of research, program development, instruction, outreach/community engagement, and Extension education. The Head provides academic leadership to FSoS in consultation with the CEHD Dean and Associate Deans and has general administrative authority over the department, including budget. The Head represents FSoS in college-wide administrative planning and is a member of the CEHD Academic Leadership Team. The department head position is supported by a department administrator (Assistant to the Head) who effectively manages the day-to-day administrative operations of the department, provides supervision and oversight to staff who provide support to the department and the Head, and handles projects as assigned.

Key Responsibilities:
Overall Leadership Activities:
- Serve as chief academic officer for FSoS and oversee administrative services essential to the effective and efficient operation of the department using independent judgment and discretionary authority.
- Serve as chief administrative officer of the department, with authority and responsibility for programs and resources, personnel, budget development and oversight, development and fund raising, and administrative planning.
- Provide leadership to the department in seeking additional funding sources.
- Establish, communicate, administer and interpret the department’s fiscal, programmatic, and personnel policies.
- Prepare, prioritize, and monitor budget requests and expenditures.
- Espouse and practice principles of affirmative action and equal opportunity, and achieve diversity in the student body and workforce.
- Indicate a clear understanding of and commitment to the land-grant mission, including Extension and agricultural experiment stations.
- Represent the department in its internal and external affairs.
- Represent the department on the Dean's academic leadership team, and in other all-
college forums.

- Delegate authority appropriately to other leadership in the department.

Collaborative Leadership Activities (via work with the Department Leadership Team* and faculty):
- Promote excellent interdisciplinary department and interdepartmental research, teaching, and engagement consistent with the FSoS and CEHD mission and goals.
- Promote and maintain a high-quality learning environment for students.
- Provide shared leadership for the intellectual work of the department.
- Provide shared leadership for strategic short-term and long-range goals, objectives, and plans.
- Provide leadership for and coordination of research, program development, instruction, faculty development, outreach/community engagement, and Extension education.
- Provide shared leadership in faculty and staff development: orient new faculty, manage the tenure and promotion process consistent with CEHD and University policies, nurture the professional development of faculty and staff toward excellence and national distinction in research, teaching, outreach/community engagement, and Extension education, and promote an open and inclusive work environment.
- In collaboration with the Faculty Leadership Team, schedule, set agenda for, and facilitate departmental faculty meetings; appoint ad hoc committees as necessary.

Scholarly Activities:
- Maintain a research portfolio as a tenured associate or full professor.
- Keep current with new developments in the field, maintain involvement with professional organizations.

Teaching Activities:
- Teach one course per year.

*Note: The Department Leadership Team is comprised of individuals within the department who hold key positions such as program directors, extension representative/s.

Qualifications:
**Required:**
- Doctoral-level degree in a field represented within the department.
- Evidence of a well-established national or international reputation for productivity in one or more areas of academic scholarship within the department.
- A demonstrated interest in and ability to foster a climate that seeks and values diversity.
- Administrative experience in positions such as director or department chair/head, program coordinator, or director of graduate studies where some level of budgetary oversight has been required.
- Evidence of effectiveness in research, teaching, advising, and outreach/engagement.
- A demonstrated understanding of the role of community engaged research and teaching, and policies and practices that support community-engaged scholars.
- Candidates must be qualified and acceptable to the faculty in the department for appointment at the rank of tenured Associate or Full Professor in one or more of the department’s academic programs.
Preferred (Selection Criteria):

- Preference will be given to individuals qualified for hire as tenured Full Professors.
- Successful administrative and leadership experience in a research University.
- Demonstrated successful skills in interpersonal communication, administrative leadership, supervision, and team-building.
- Effective writing skills, including the writing of planning and evaluation reports, project proposals for outside funding, and scholarly publications.
- Demonstrated success in procuring external funding for research and programmatic initiatives.
- Experience in allocating resources to ensure that the department mission and goals are achieved.
- Ability to effectively communicate complex information.
- Demonstrated effectiveness in gaining consensus and resolving conflict.
- Demonstrated success in mentoring and developing faculty and staff.

Appointment: The starting date for this position is negotiable with a strong preference for the person hired to begin on or around **July 1, 2020**. Salary will be competitive and commensurate with experience and qualifications. The University of Minnesota has a very competitive array of employee benefits. Information about benefits can be found by following the document link below: [http://humanresources.umn.edu/sites/humanresources.umn.edu/files/ben122-03_75_to_100_time_appointment.pdf](http://humanresources.umn.edu/sites/humanresources.umn.edu/files/ben122-03_75_to_100_time_appointment.pdf) The individual hired will also receive an administrative salary augmentation and will be provided with a tenured faculty appointment. This is a full-time, 12-month position, and the initial appointment will be for a three-year term. Renewals of the Director appointment are contingent upon a formal performance evaluation. Regardless of reappointment status, however, the individual will retain a 9-month tenured faculty position in FSOS.

Application Process: This position will remain open until filled. The search committee will begin reviewing applications on **Monday, August 23, 2019**. Interested candidates must provide a letter expressing interest and addressing their accomplishments related to the qualifications for this position along with a current curriculum vita. An on-line application is required for this position. Please access the University of Minnesota employment system at [http://humanresources.umn.edu/jobs](http://humanresources.umn.edu/jobs) and search for Job Posting Number 331409. The cover letter and curriculum vitae may be attached electronically to the on-line application.

_The University of Minnesota is committed to the policy that all persons have equal access to its programs, facilities, and employment without regard to race, color, creed, religion, national origin, sex, age, marital status, disability, public assistance, veteran status, or sexual orientation._