

Fontbonne University
St. Louis, Missouri

Position Specifications

Dean of the Eckelkamp College of Global Business and
Professional Studies

February 2014

Prepared by:
Summit Search Solutions, Inc.



Fontbonne University
Learn more. Be more.®

www.fontbonne.edu

THE ORGANIZATION

About Fontbonne University:

Fontbonne University is a Catholic coeducational institution of higher education offering liberal arts and professional programs. More than 2,000 students annually benefit from the university's high-quality academic programs offered in a values-based, student-centered environment. Founded in 1923 and still sponsored today by the Sisters of St. Joseph of Carondelet, the university embraces diversity and inclusion, and encourages open communication and personal concern. Click here to learn about the history of Fontbonne University: www.fontbonne.edu

The university also boasts the **Eckelkamp College of Global Business and Professional Studies (ECGBPS)**, which offers more than a dozen undergraduate and graduate degree programs in traditional day, evening, and online formats. Fontbonne's evening and online programs are specifically designed in a convenient, accelerated model for busy adults. All students are provided with enormous opportunities for growth, learning, and success - all with a broad worldview. Learn more about ECGBPS: www.fontbonne.edu/academics/academicresources/collegeofglobalbusiness

Fontbonne faculty members are heavily focused on teaching, and they're committed to reaching each and every student. Outside the classroom, experiential learning opportunities, which could include an internship, practicum, and service learning, are incorporated into most academic programs.

Fontbonne is excited to announce that Dr. J. Michael Pressimone has been selected to serve as the 14th president of the university, effective July 1, 2014. Currently the vice president of advancement at Alvernia University in Reading, PA, Pressimone has served in various roles in education and higher education for 33 years. Previously, he served as vice president for institutional advancement at Belmont Abbey College in Belmont, N.C., and the same position at Elizabethtown College in Elizabethtown, Pa. Read more: www.fontbonne.edu/infocenter/newsfeatures/article/4327/

Location:

Fontbonne campus is located in the heart of **Clayton, Missouri**, a beautiful suburb just fifteen minutes from downtown St. Louis.

THE OPPORTUNITY

The Position:

Reporting to the Vice President of Academic Affairs, the **Dean of Eckelkamp College of Global Business and Professional Studies** will supervise the operation of all business programs at the university and provide planning and strategic leadership for the growth and maintenance of these programs.

The incumbent in this position is responsible for making recommendations regarding policies associated with the job's purpose and essential responsibilities. Routine decisions include recommending curriculum changes; faculty teaching assignments; marketing; adjunct staffing; the recruitment and recommendation of candidates for full-time faculty positions; budget management; community outreach and fund-raising; collaboration with the enrollment management division in the recruiting of students; and the scheduling of courses. The incumbent in this position has formal supervisory responsibility for Assistant to Dean for Faculty Administration for ECGBPS; Department Chair; Coordinator for Assessment, Curriculum and Faculty Support; and Office Manager for Business Programs. The Dean will report to the Vice President of Academic Affairs.

Essential Duties & Responsibilities:

- Supervise and coordinate the operations of the Eckelkamp College of Global Business and Professional Studies including, but not limited to, the collaborative creation of a strategic plan for the college.
- Develop and implement new and/or enhanced programming.
- Oversee the review and updating of existing curriculum, accreditation, and assessment.
- Act as an advocate in the community to foster relationships, enhance the reputation of programs in ECGBPS, and assist in fundraising initiatives.
- Hire and review full-time faculty; oversee the hiring and review of adjunct faculty.
- Address student issues, both academic and disciplinary.
- Supervise implementation of accreditation and assessment initiatives.

Qualifications:

- Terminal degree required in business or related field.
- Administrative leadership experience in a higher education or business setting.
- Awareness of what constitutes a quality business program including knowledge of trends and innovations.
- Ability to develop strategic plans/business plans, to market, and to measure results.
- Teaching experience.
- Excellent verbal and written communication skills.
- Facilitation skills.
- Ability to interface constructively with varying constituencies.
- Ability to judge capabilities and elevate performance.
- Enthusiasm about working with a diverse student and university population.
- Strong work ethic.

Why consider the opportunity?

- It is an exciting time to join the university. New president. New Dean. New programs. Fresh vision and ideas.
- High morale exists among the faculty and staff in the College of Business. The group describes itself as having a supportive and entrepreneurial environment.
- Fontbonne University has a rich history and reputation. Fontbonne community members display values including fostering excellence, integrity, respect, diversity, community, justice, service, and faith.
- St. Louis is an incredible place to live and work. The area boasts a moderate cost of living with ample opportunity for outdoor recreation, sports, arts, entertainment, and more.

Fontbonne University provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, national origin, age, disability, genetic information, marital status or status as a covered veteran in accordance with applicable state and local laws governing nondiscrimination in employment.

PROCEDURE FOR CANDIDACY

Confidential review of applications will begin immediately and continue until the position is filled. Click the following link to apply and submit your CV/resume:

[Apply Now](#)

Or copy and paste the following link into your browser:

<http://summitsearchsolutions.catsone.com/careers/index.php?m=portal&a=apply&jobOrderID=3560251&portalID=5652>

For nominations or further information:**Beth Baldino**

Senior Consultant
Summit Search Solutions, Inc.
Direct: 828.645.8967
bbaldino@summitsearchsolutions.com

Carrie Coward

President
Summit Search Solutions, Inc.
Direct: 828-669-3850
ccoward@summitsearchsolutions.com



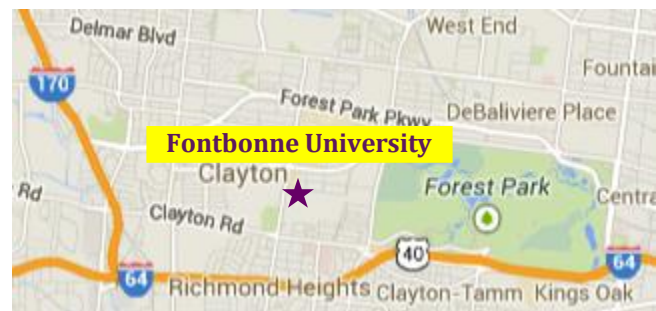
[Summit Search Solutions, Inc.](#) is a boutique executive search firm dedicated to serving the higher education, healthcare and not-for-profit sectors nationwide. Summit has offices located in NC, NY, CA, and MI.



St. Louis, Missouri

St. Louis is celebrating its 250th birthday this year as a picturesque river city located on the mighty Mississippi. It will win you over with its charming neighborhoods, exceptional arts and cultural attractions, amazing array of dining and nightlife and warm friendly locals. Known by its iconic Arch to its famous museums and zoo it has some undeniable bragging rights. In 1904 St. Louis hosted the World's Fair and the first Olympic Games ever held in the US were in this culturally diverse city. Consider the following if you are thinking of relocating to St. Louis.

- The unique character and charm of the 79 neighborhoods in and around St. Louis provide upscale to ethnically diverse communities while many commuters appreciate the family-friendly suburbs of Florissant and Chesterfield located west of the city.
- Valued by locals is the city's extensive infrastructure, as highways and state roads are well-maintained and allow for efficient access to all parts of the metropolitan area as well as reliable public transport that make the commute easy for those who don't want to drive.
- An amazing system of bike trails, lush parks and challenging golf courses make it easy to stay active with more than 170 parks so that you are guaranteed to have green space nearby.
- Summer temperatures average around 90 degrees Fahrenheit, while winter temperatures hover around 41 degrees.



The **St. Louis** area's finest attractions include:

- **Gateway Arch:** St. Louis is known as the “Gateway to the West.”
- **Busch Stadium** (home of the baseball Cardinals)
- **Edward Jones Dome** (home of the St. Louis Rams)
- **Missouri Botanical Gardens:** Founded in 1859, the 79-acre Missouri Botanical Garden is the nation's oldest botanical garden.
- **St. Louis Zoo:** One of the few free zoos in the nation! See more than 19,000 wild animals on 90 acres.
- **City Museum:** This kid-friendly city museum provides 600,000 square feet of adventure and fun in an indoor/outdoor playground.
- **Forest Park** has been newly renovated on 1,371 acres of land and provides opportunities for bike riding, jogging, playing tennis and golfing
- **Muny Opera**
- **St. Louis Art Museum**
- **St. Louis Science**
- **Powell Symphony Hall**

For additional information on St. Louis and Clayton please visit:

[Explore St. Louis](#)
[St. Louis Post-Dispatch](#)
[Clayton Chamber of Commerce](#)

[My Move](#)
[The City of St. Louis Missouri](#)
[City of Clayton Missouri](#)