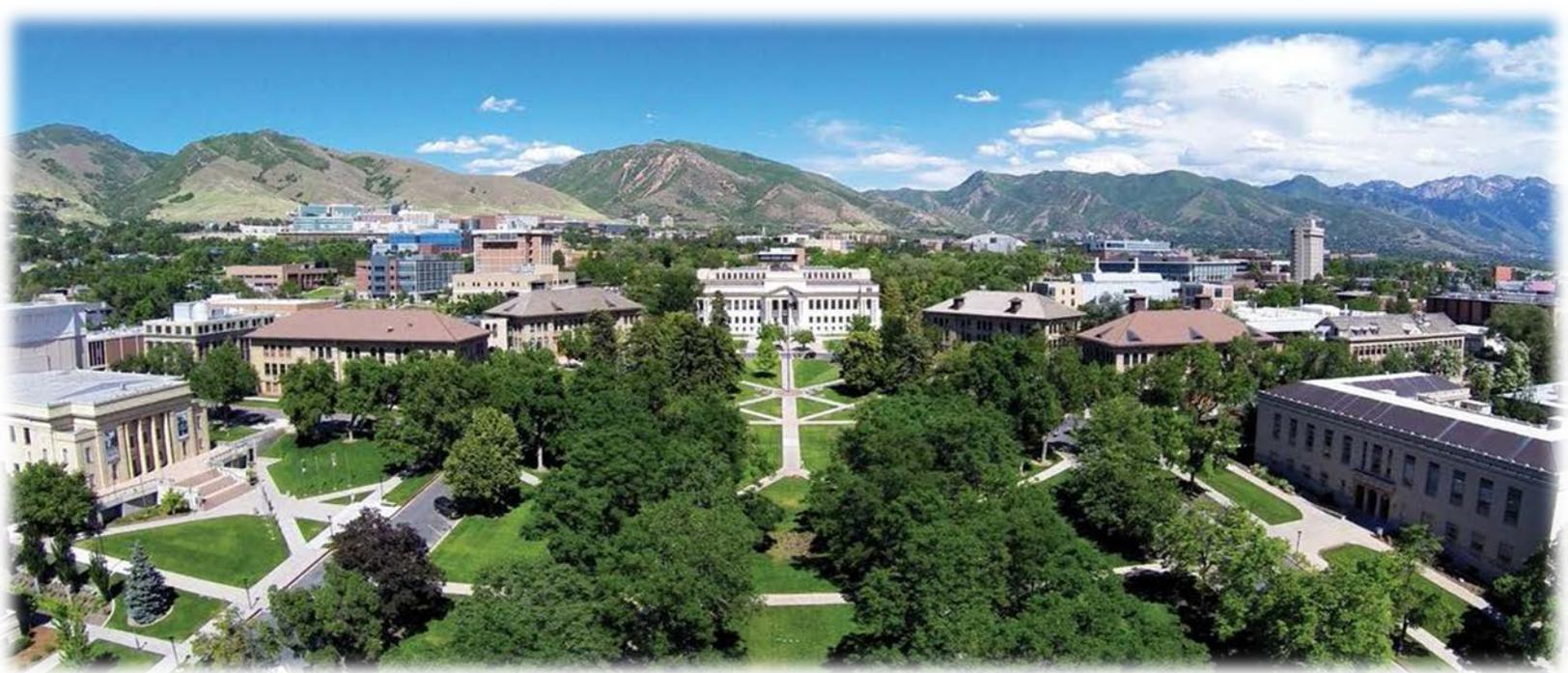




**Position Profile**  
**Associate Vice President and Dean of Students**  
**June 2019**

**The University of Utah**  
**Salt Lake City, Utah**

*This search is managed in partnership with Summit Search Solutions, Inc.*



## THE INSTITUTION

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The state's oldest and largest institution of higher education, the **University of Utah** is the flagship university of the state and boasts 18 schools and colleges and offers more than 100 undergraduate and 90 graduate degree programs to more than 32,000 students. The University is noted for its research profile (Research Highest), its diversity of ideas and people, its stunningly beautiful setting and the warmth, friendliness, and collegiality of its faculty, staff, and students.

A community of students, staff, and scholars, the University of Utah, affectionately called the U, is dedicated to the advancement of knowledge through innovative research; the education of future citizens, professionals, and leaders; and scholarly and creative pursuits that preserve and enlarge our understanding of the human condition. This is accomplished in an open environment that invites active participation from and interaction among all voices in a tradition of civilized discourse.

The University of Utah is a complex institution that serves the people of Utah, and beyond, in numerous ways while also conducting fundamental research and scholarship of international import. As a premier research university, the U is committed to building world-class research programs and attracting and retaining the best faculty from across the nation and throughout the world. The University is strongly committed to delivering outstanding undergraduate, graduate, and professional education that prepares students for leadership roles in Utah, the country, and the world. The University's partnership with the state is reflected in a deep commitment to provide education for Utah's residents and service in the University's local and regional communities.

President Ruth V. Watkins became the 16<sup>th</sup> President of the University of Utah in April 2018. She had served as the senior vice president of academic affairs since 2013. Dr. Watkins is a well-regarded leader who has been an advocate for advancing student success through degree completion and expansion of research.

The University is located on a beautiful campus of 1,500 acres in a cosmopolitan city where there is true balance of life, including access to the finest outdoor recreational activities and cultural pursuits.

**To learn more:** <http://www.utah.edu>

**Location:** Salt Lake City, Utah

## THE OPPORTUNITY

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The mission of Student Affairs at the University of Utah is to create a campus where students find community, support, encouragement, and purpose. The University is seeking a passionate student advocate who has a strong interest in the development and fair application of law and policy, demonstrated conflict management skills, and a desire to promote leadership skills and timely degree completion for a diverse student body.

Reporting to the vice president for student affairs, the associate vice president and dean of students (AVP-DOS) serves as a member of the Division of Student Affairs Leadership Team. The position supervises and provides strategic leadership for the following departments: Student Accountability and Support (Student Conduct and Behavioral Intervention), Office of Inclusive Excellence, Student Leadership & Involvement (including the Associated Students of the University of Utah and Student Organizations), Office of Fraternity and Sorority Life, and the Lowell Bennion Community Service Center.

*Note: The Division of Student Affairs has a new vice president and several openings in the leadership team, creating an opportunity to review the alignment of offices and update learning outcomes and goals (i.e. the departments listed are subject to change). The new AVP-DOS will contribute to these innovations and a review of the strategic plan with the purpose of providing accessible services and programs that promote student success.*

### Responsibilities:

- Review alignment and learning outcomes of the Office and make recommendations to enhance performance and demonstrate impact.
- Administer policies affecting the academic and developmental needs of students and apply them with fairness and compassion.
- Assist the vice president with the implementation of strategic initiatives and respond to campus needs including crisis response.
- Advocate for students, promote collaboration, and facilitate continuous improvement of processes, services, and programs.
- Serve as a strong advocate for campus safety and institutional diversity, promote inclusivity, and support initiatives to improve campus culture and climate.
- Serve on appropriate University, system-wide, regional, and national committees and serve the campus as a senior Title IX deputy coordinator.
- Oversee departments with a total of 31 full-time employees, numerous student staff, and administer an annual operating budget of approximately \$2.3 million.



## QUALIFICATIONS

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The successful candidate must demonstrate a sophisticated understanding of student development and student leadership development, a solid understanding of the laws and policies that govern student performance and conduct, and an understanding of national trends and best practices. Extensive experience in the following areas is sought:

- Leadership development and organizational theory.
- Higher education related law and policy.
- Evaluation and utilization of data in planning and decision-making.
- Student programming.
- Leading and working collaboratively with a broad array of internal and external constituents.
- Managing organizational change, administrative planning, budgeting, staff supervision, and personnel management.

### Minimum Qualifications:

- The successful candidate is required to have an advanced degree.
- At least five years progressive leadership and administrative experience in a student-facing function.
- Experience supervising and managing people.
- Demonstrated budgetary and financial acumen.
- Sophisticated understanding of student development.
- Familiarity with Title IX and sexual misconduct prevention and response strategies.
- Significant experience administering student conduct and disciplinary procedures.
- Demonstrated experience working with faculty and academic staff in supporting students.
- Ability to navigate circumstances that require effective negotiation, mediation, and conflict resolution skills.
- Strong analytical and problem-solving skills.
- Commitment to diversity and the ability to develop inclusive communities.
- Understanding of current issues and challenges facing students.
- Excellent interpersonal, written, and oral communication skills.
- Professional public presence.

### Preferred Qualifications:

- Doctoral degree.
- Experience with risk management strategies, emergency management protocols, and crisis response and communications.
- Experience advising student organizations and clubs, including fraternity and sorority chapters and student government.
- Solid understanding of student activism, demonstrations, and freedom of speech and expression.
- Understanding of and experience with the use of social media to connect with students and the campus community.



## PROCEDURE FOR CANDIDACY

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Confidential review of applications will begin immediately and continue until the position is filled; **parties who apply by July 14, 2019 will be given first consideration**. Please submit a PDF version of your CV/resume and letter of interest upon application. All applications and nominations will be held in confidence. To apply online go to: <https://theapplicantmanager.com/jobs?pos=su163>

### For more information or to offer recommendations or nominations:

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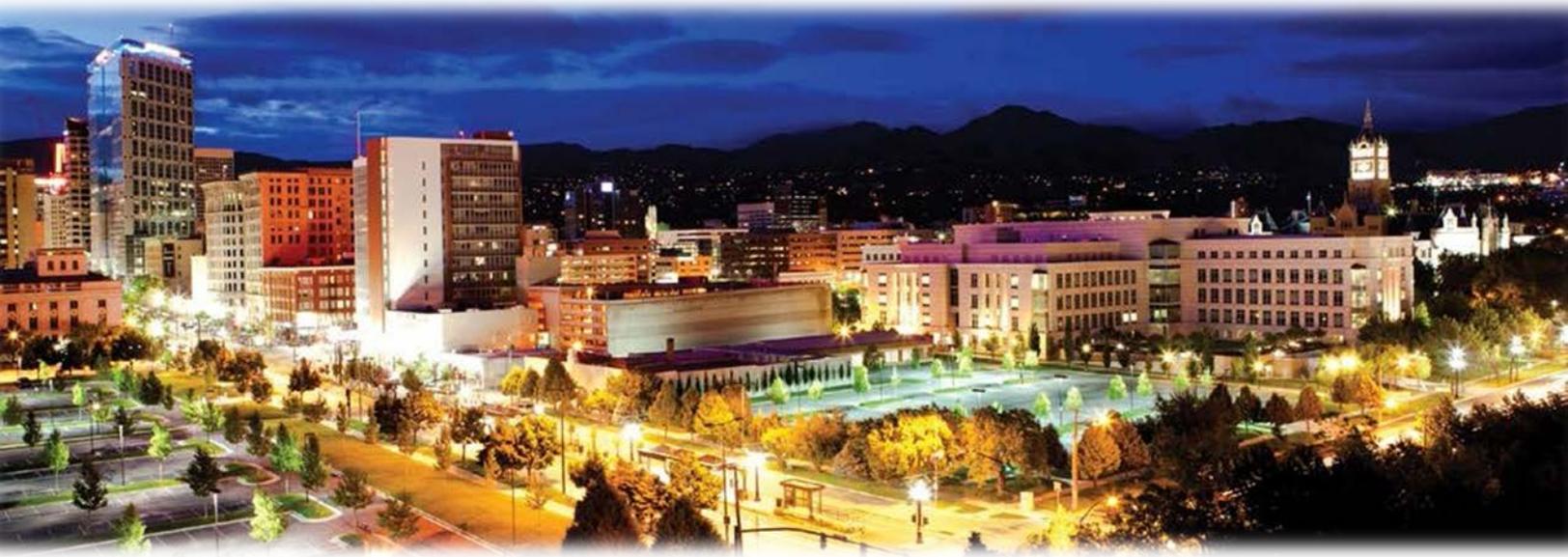
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*The University of Utah is an Affirmative Action/Equal Opportunity employer. Upon request, reasonable accommodations in the application process will be provided to individuals with disabilities. Please contact the Office of Equal Opportunity and Affirmative Action, 201 S. Presidents Cr., Rm 135, (801) 581-8365 (V/TDD), for further information or to request an accommodation. The University of Utah is committed to diversity in its workforce. Women and minorities are encouraged to apply.*



[Summit Search Solutions, Inc.](#) is a boutique executive search firm dedicated to serving education and nonprofit communities nationwide. Summit has a team of experienced recruiting consultants in strategic locations across the country including California, Kansas, New York, North Carolina, and Oregon.



## SALT LAKE CITY, UTAH

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Frequently listed by national magazines and websites among the “best places to live” due to a variety of factors including recreational options, the business environment, climate, and a low crime rate, Salt Lake City is among the 50 largest metropolitan markets in the United States. Sitting at an elevation of 4,330 feet above sea level, the University is set on the east bench of the Salt Lake Valley. To the west stretches the entire valley, to the east the towering mountains of the Wasatch Range.

The international airport is just nine minutes from downtown, and getting around is easy on TRAX, the city’s ever-expanding light rail transit system. TRAX lines now connect the campus with the airport and all sections of the Salt Lake Valley.

Recently, Salt Lake City was named one of “6 Unexpected Cities That Are Leading the Hyper-Local Food Movement” by Livability.com. In addition to the diverse assortment of restaurants and bars (with culinary options running the gamut from tapas bars to nouvelle cuisine), there are two beautiful mixed-use shopping/living areas - The Gateway, just to the west of downtown, and City Creek, right in the heart of downtown. The NBA’s Utah Jazz is a downtown staple, as is the Triple-A Salt Lake Bees of baseball’s Pacific Coast League.

Utahans really spend much of their time outdoors. From campus, seven world-renowned ski resorts are just 30 minutes away. Five National Parks are within a five-hour drive. Forty golf courses are strategically located throughout the valley and nearby mountains. And hundreds of miles of hiking and biking trails can be accessed just to the east of campus. For a quick getaway, the historic mining town of Park City is just a 30-minute drive from Salt Lake.

Beyond the state, Los Angeles is a 10-hour drive to the southwest, Las Vegas eight hours due south. To the north, Boise is four and a half hours, Denver eight hours to the east.



***For more information on Salt Lake City, Utah, please visit:***

Salt Lake Chamber, <http://slchamber.com/>

Visit Salt Lake, <http://www.visitsaltlake.com/>

Utah.com, <http://utah.com/salt-lake-city>