DEAN OF INTERNATIONAL PROGRAMS
Purdue University
a/o March 1, 2011

Position Summary/Responsibilities

The Dean of International Programs will report directly to the Provost with a collaborative reporting line to the Chief Global Affairs Officer. The Dean must be a visionary leader who can work effectively and collaboratively with faculty, staff, students, alumni and campus leaders to enhance Purdue’s global efforts. The Dean will provide leadership and supervision of 47 staff (International Programs for Study Abroad, International Students and Scholars, Office of the Dean) and oversee a $2+ million annual budget.

The Dean of International Programs has responsibility to:

• Collaborate with Vice Presidents, Deans, Heads of Departments, faculty, Directors, and other campus leaders in strategy formulation and execution of the “Meeting Global Challenges” goal in Purdue’s strategic plan.
• Guide efforts to conceptualize, define, assess, nurture, and cultivate globalization as an institutional value and educational resource.
• Coordinate educational efforts for the campus community that seek to enhance understanding of, and appreciation for globalization issues.
• Represent Purdue's globalization efforts to outside organizations.
• Provide administrative oversight for International Students and Scholars and Study Abroad programs. Make hiring and promotion decisions/recommendations, pay adjustments and terminations. Assign, instruct and review the work of employees.
• Develop new global learning, discovery and engagement initiatives that extend Purdue’s global presence on campus, in the state of Indiana and around the world.

Required Qualifications (Education, Knowledge, Skills, Abilities):

A Ph.D. or Ed.D, with no specific field of study or discipline, and a current appointment in a Purdue University department and/or demonstrated experience in administration and strategic leadership is required. Additionally, the successful candidate must be a nationally-recognized international leader with experience in higher education issues related to global affairs and in international education and research. The candidate must also have experience with budgets, strategic planning and fundraising, as well as, a demonstrated interest and appreciation for global engagement and relevant U.S. government international policies.
The candidate must have strong executive-level skills of leadership, relationship building, project management, organizational, problem-solving, and communication (oral, written, presentation); must be able to work collaboratively on projects; must be able to deal effectively with situations of competing or conflicting priorities; must have the ability to influence and build work relationships among a diverse workforce at all levels; must be able to foster a participative supervisory and teamwork environment; must possess a learning orientation to changing technology impacting university processes. The successful candidate will have the knowledge and skills to promote work among academic units that achieve defined goals and results in measurable success through enhanced globalization.

Applications and Nominations:

The expected beginning date for this position is on or before June 1, 2011. Nominations are encouraged, and electronic submissions for both nominations and applications are preferred. Applicants should be prepared to discuss their globalization achievements and results in measurable terms.

Resume Submission Details

Purdue University implemented a new on-line employment system on October, 1, 2007. You can access it by going to the Human Resources website located at www.purdue.edu/jobs and clicking on the Job Openings link, and then clicking on the Access My Profile link. You will need to fill out your profile and submit a resume to the system for record keeping purposes. Since this position is being posted internally you will not need to apply on-line. If you have any questions about how to submit your resume on-line please contact mflemming@purdue.edu or 49-67259.

Additionally, please submit a statement of interest, complete curriculum vitae and names of three references no later than the close of business on March 31, 2011 to the Search Committee Chair:

Arden L. Bement  
Director, Global Policy Research Institute  
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For more information about Purdue University, please visit the Web site at http://www.purdue.edu/

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