

# HARRIS-STOWE STATE UNIVERSITY

## POSITION VACANCY NOTICE

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### Dean of Student Success

Harris-Stowe State University invites applications for the Dean of Student Success. This position is responsible for the direction and administration of the Division, which includes Health Services, Office of Career Services, Office of Student Activities, Office of Counseling Services and Residential Life.

Duties: Develop, manage and monitor strategic planning for the division and establish priorities and goals in strengthening the division in alignment with institutional priorities. Provide administrative functions for the university's student population, supporting both academic and extracurricular activities, as well as overseeing the disciplinary process at HSSU. Provide senior-level divisional leadership to promote a campus community committed to diversity and inclusion. Supervise the Division of Student Success and support staff, including planning, managing and administering the Division of Student Success budget to ensure operation with fiscal restraints.

Requirements: Master's degree in higher education administration, educational leadership or related field is required and doctorate from an accredited institution of higher education is preferred. Minimum 8 years of successful progressive professional experience, and previous experience in Student Affairs with a working knowledge of functional units. Strong working knowledge and understanding of best practices for Student Affairs professionals. Ability to exercise appropriate human relations skills in a university environment. Salary commensurate with experience. Excellent benefits package.

Applications may be downloaded from our web site [www.hssu.edu](http://www.hssu.edu)

Applicants should submit an application, a cover letter summarizing their qualifications and experiences, a resume, official transcripts and a list of three professional references to:

Harris-Stowe State University  
Office of Human Resources  
3026 Laclede Avenue  
St. Louis, MO 63103  
314-340-3340  
FAX: 314-340-3395

Close Date: November 3, 2014 or when filled

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER