



THE UNIVERSITY OF WINNIPEG

DEAN OF GRADUATE STUDIES

The University of Winnipeg resides on ancestral lands, on Treaty One Territory. These lands are in the National Homeland of the Métis people. The University acknowledges that our water is sourced from Shoal Lake 40 First Nation to serve its campuses.

Located in the heart of the city, The University of Winnipeg is a diverse, multicultural campus committed to academic excellence, community engagement, and social and environmental sustainability. As a student-centered research institution, The University of Winnipeg places special importance upon graduate education and research. The University fosters academic excellence by promoting graduate training and research innovation, thereby enhancing the University's intellectual capacity and socio-cultural and economic impact. We are currently seeking a dynamic, innovative, and strategic leader for the position of Dean of Graduate Studies.

Reporting to the Provost and Vice-President, Academic, the Dean of Graduate Studies provides strategic leadership for the growth and development of graduate studies at The University of Winnipeg. The Dean of Graduate Studies will be an advocate for graduate studies programs in the province and foster research innovation.

Key areas of responsibilities will include:

- steady growth of graduate studies programs, including introducing PhD programs and post-graduate certificate programs.
- monitoring graduate studies enrolments and regular reporting on the program deliverables.
- overseeing the Graduate Studies budget.
- developing graduate studies opportunities and partnerships.
- establishing, revising, and developing strategic graduate program priorities.
- overseeing cyclical reviews of graduate programs and timely implementation of review recommendations.
- fostering an academic environment of innovation, collaboration, and interdisciplinary partnerships.
- developing strategic graduate programs that foster community engagement and have a significant community and socio-economic impact.
- representing the interests of graduate studies and those students, staff, faculty, and departments involved in graduate studies to the University.
- promotion of the accessibility of graduate studies for students on campus.
- fostering student access to graduate studies.
- working with Senior Administration on strategic planning and academic development of Graduate Studies.
- working with other Deans within and outside of The University of Winnipeg to promote collaborative administrative functioning, growth, and academic integrity of graduate programming.
- acting as the key public representative and advocate of Graduate Studies to the general public.
- setting graduate student recruitment goals and priorities in collaboration with Senior Administration
- developing graduate student funding opportunities and priorities; and
- developing, reviewing, and updating Graduate Studies Policies and Guidelines.

Key selection criteria of the ideal candidate will include:

The ideal candidate will be a collaborative and creative innovator with strong leadership skills, an experienced administrator and scholar.

- PhD, strong academic and research achievement, and administrative experience, and strong leadership skills
- over 5 years of proven administrative success as Chair of a program, Associate Dean, Dean, or equivalent leadership position.

- Commitment to Indigenization and decolonization, and to equity, diversity, inclusion, and accessibility.
- Experience in budgeting and data systems.
- Ability to be innovative, creative, and passionate in developing and advocating for new policies, programs and/or modifying existing policies and practices.
- Excellent oral and written communication and presentation skills.
- Proven record of managing organizational change in a collaborative and collegial environment.
- Demonstrated effectiveness in budget planning and management.
- Adaptability, flexibility and a collegial and engaging interpersonal style.
- Strong leadership skills in building consensus around emerging policies with a broad range of stakeholders.
- Experience as a policy developer, data analyst, policy analyst, strategic planner or equivalent, including strong research and analytical skills in developing and evaluating policy options.
- Demonstrated ability to develop and implement policies and programs, in particular relation to academic programming.

Applicants are requested to submit a complete application that will include (all documents in PDF):

- a cover letter
- a current curriculum vitae

Applications, including a cover letter and curriculum vitae, should be submitted to the Provost and VPA Office, at provost@uwinnipeg.ca

Questions regarding this opportunity can be sent to provost@uwinnipeg.ca

Review of applications will begin **May 17, 2024**.

The University of Winnipeg is committed to equity, diversity and inclusion and recognizes that a diverse staff and faculty benefits and enriches the work, learning and research environments, and is essential to academic and institutional excellence. We welcome applications from all qualified individuals and encourage women, racialized persons, Indigenous persons, persons with disabilities, and 2SLGBTQ+ persons to confidentially self-identify at time of application.

All qualified candidates are encouraged to apply; however, Canadian citizens and permanent residents will be given priority.

The University of Winnipeg is committed to ensuring employment opportunities are accessible for all applicants. If you require accommodation supports during the recruitment process, please contact human_resources@uwinnipeg.ca.

The personal information of applicants is collected under the authority of the University of Winnipeg Act and 36(1)(b) of the Freedom of Information and Protection of Privacy Act. All personal information collected via the recruitment process is used to assess the applicant's suitability, eligibility, and qualifications for employment, and to otherwise support recruitment activities. This information will be provided to participating members of the recruitment process. Questions regarding the collection of your personal information may be directed to the Director, HR Services, 515 Portage Avenue, Winnipeg, MB, R3B 2E9 or human_resources@uwinnipeg.ca.

Additional information on The University of Winnipeg is available at <http://www.uwinnipeg.ca/>.