

Dean, Graduate Studies and Research

Royal Roads University

Recruitment type: Regular, full time

Number of hires needed: 1

Closing date: 6/1/2024

Job Description

The Dean of Graduate Studies and Research is responsible for the overall administrative leadership and support of graduate studies and research, promoting interdisciplinary collaboration across the University and ensuring that excellent support structures are in place for graduate studies and research University wide.

As a member of the core Academic Leadership Team, the Dean, Graduate Studies and Research represents the University's graduate studies and research internally and externally, with particular emphasis on the master's thesis and doctoral dissertation processes, and on the importance and value of research both at the faculty and student levels. The Dean, Graduate Studies and Research is expected to articulate the vision and mission of the University to both internal and external constituencies to enhance the reputation of the University. The Dean, Graduate Studies and Research inspires the RRU community to engage in research and in various innovation initiatives and to value the opportunity to participate and contribute to their development.

Key responsibilities include:

- Providing vision, leadership and management to the Faculty of Graduate Studies and Research
- Advocating for graduate education and ensuring graduate programming aligns with RRU's academic, research and institutional priorities
- Contributing to the evaluation of graduate programs for quality assurance purposes Advocating for research, research quality, knowledge mobilization, research outcomes and impact at both faculty and student levels
- Developing, implementing and overseeing the University's Strategic Research Plan, changemaking initiatives (including the University's Ashoka Changemaker Campus designation), and the expansion of United Nations Sustainable Development Goals focused initiatives
- Advocating for and advancing EDI initiatives as related to the research enterprise (e.g., CRC program; equity targets for CRC; EDI Action Plan)
- Managing the overall budget of the Faculty of Graduate Studies and Research
- Representing graduate studies and research at RRU both provincially and nationally

This appointment is for an initial five-year term, with an opportunity for renewal.

Job Requirements

- Doctoral degree and a minimum of 10 years of experience in senior academic administrative leadership in a post-secondary environment, or an equivalent combination of education and experience

- Demonstrated record of scholarly activity, as well as evidence of, and commitment to excellence in teaching, mentoring, and supervision; a champion of interdisciplinary, experiential, participatory and innovative approaches to learning, teaching and research
- Proven ability to contribute at the strategic and the operational levels for organizational growth and development
- Demonstrated expertise in current principles and procedures of higher education planning, institutional effectiveness and continuous improvement
- Advanced knowledge of graduate studies and research policy and ability to exercise sound judgement in creating, interpreting and implementing policy
- Demonstrated leadership ability, mentorship and change-management skills
- Excellent organizational, analytical reasoning and problem-solving skills
- Excellent interpersonal and intercultural communication skills, including the ability to communicate effectively and work collaboratively with a wide variety of stakeholders, internally and externally
- Ability to manage diverse teams and to model RRU's values, ensuring care for the physical and mental health and well-being of team members, and ensuring each member of the team feels valued, and is able to bring their whole self to the organization and participate as fully as possible in the success of RRU

If you have questions about this position, please contact VPA.Provost@royalroads.ca.

Review of applications will begin June 3, 2024.

Additional Information

This is a regular, full-time position working 37.5 hours per week. This position has been evaluated at EM-B with a salary range of \$181,558 (minimum) to \$213,598 (midpoint) to \$245,637 (maximum) per annum. Employment offers will normally be made between the minimum and midpoint of the range and are determined by knowledge, experience and internal equity. The University is pleased to offer a comprehensive benefit package. Royal Roads University is strongly committed to fostering diversity within our community. We welcome those who would contribute to the further diversification of our faculty and staff including, but not limited to, women, visible minorities, Indigenous people, persons with disabilities and persons of any sexual orientation or gender identity.

While Royal Roads University values all applications we receive, only those candidates shortlisted for further consideration will be contacted. Please note that all qualified candidates are encouraged to apply. However, you will need to be legally eligible to work in Canada for the duration of the employment contract. If you require any form of accommodation throughout the recruitment process, please contact us directly at human.resources@royalroads.ca attention: Lorisha Bühler or 250-391-2600 extension 4408 so we can offer you individualized assistance and ensure equity in our recruitment and hiring process. ALL COMPETITIONS WILL CLOSE AT 10.00 P.M. ON THE DATE OF CLOSING

Apply here: <https://royalroads.mua.hrdepartment.com/hr/ats/Posting/view/2066>