Dean/Associate Vice President for Extension & International Programs

Reporting directly to the Provost and Vice President for Academic Affairs, the Dean/Associate Vice President (Dean/AVP) of Extension and International Programs (EIP) provides leadership for the strategic direction and operations of the unit in the multifaceted development and delivery of PaCE. The Dean/AVP will have a deep understanding of and passion for the needs of post-traditional adult learners and an entrepreneurial spirit when it comes to identifying individuals and groups that will benefit from types of training, certification, and mindset development that our Cal State Fullerton scholars make possible. In the role of Dean/AVP they will oversee and lead: academic and strategic planning; education/training needs assessment; academic program quality delivery to diverse audiences; development of campus and community partnerships; supervision and leadership of the full-time executive staff; active commitment to equity, diversity, and inclusion; strong organizational and financial management; and university engagement initiatives locally, regionally, nationally and internationally, to continue to expand the impact and innovations through our Extension and International Programs (EIP) operation; provide oversight and support of the Arboretum. Serves as the campus Senior International Officer and successfully completes other duties as assigned.

PRIMARY RESPONSIBILITIES:

• Setting the Strategic Vision (20%)
  Informed by data and deep knowledge of market trends and the evolving continuing education landscape, the incoming Dean/AVP will build upon current EIP strengths and shape the future strategic direction of EIP. The Dean/AVP will communicate the strategy across the University to clarify EIP’s unique value proposition. The Dean/AVP’s strategic vision will reflect EIP’s commitment to: diversity, equity, and inclusion; digital-age learning innovations; educational and pedagogical experimentation; enhanced collaborations across the CSU system and with other area colleges and universities; and high-quality educational offerings for students from K-12 through retirement. This strategy will also leverage and reflect CSUF’s deep connections and commitment to Orange County and broader regional sectors including but not limited to business, government, education, industry, and health care.

• Expanding internal and external collaboration and community integration (20%)
  The Dean/AVP will foster mutually beneficial relationships with a range of constituents including deans, faculty, students, alumni, institutional peers, ed-tech pioneers, government agencies, and other relevant local, national, and international entities. The Dean/AVP will build upon the existing deep relationships within the region, as well as maximize new opportunities afforded by providing increased access to underrepresented communities in the region. Additional partnerships and community engagement endeavors initiated through EIP will also support Cal State Fullerton’s role as a Hispanic Serving Institution as well as its goal of becoming an Asian American, Native American and Pacific Islander Serving Institution.

• Driving revenue generation for EIP and Cal State Fullerton (20%)
  Leveraging solid financial acumen and experience, fundraising proficiency, and fluency in business operations, the Dean/AVP will increase EIP’s revenue generation to support and expand EIP’s technological infrastructure, innovative teaching practices and programs, and other capabilities that benefit and enhance the entire University community.

• Increase access to education (20%)
  The Dean/AVP will continue to expand EIP’s ability to respond quickly to changes in learning needs. With a deep understanding of technological advancements and trends and a keen desire to partner with deans, faculty members, and with the surrounding community, the Dean/AVP will play a key role in helping bridge educational gaps related to the digital divide, COVID-19, and racial and socioeconomic barriers.

• Providing exceptional, inclusive leadership and staff management (15%)
  Serving as the outward face of EIP, the Dean/AVP will lead with transparency, practice and project an ethos of integrity and goodwill, and bring superb working knowledge of the continuing education landscape.

The Dean/AVP will attract, retain, and develop a diverse, high-performing staff while cultivating an environment in which everyone feels included and supported as valuable contributors. The Dean/AVP will champion EIP to the rest of the University and communicate internally and externally with a verbal and written style that reflects the values of integrity, respect, and empathetic leadership.

• Other duties as assigned (5%)

ESSENTIAL QUALIFICATIONS

• Terminal degree from a regionally accredited university
• Progressive levels of increasing responsibility in Higher Education administration or a closely related field with a proven track record of results
• Five years of administrative experience as a dean, associate dean, department chair, or equivalent position
• Demonstrated record of broad and clear communication and vision
• Outstanding entrepreneurial, business leadership, and negotiation experience and skills
• Strong strategic planning acumen with the ability to gain buy-in and collaborative engagement from a broad and diverse set of stakeholders
• Demonstrated ability to achieve goals through promoting collaboration, team-building, and working cooperatively with diverse campus and community constituencies
• Demonstrated experience in managing staff to optimize employee and organizational productivity to fulfill evolving priorities, goals, and objectives
• Demonstrated experience in strategic planning, policy development, and budget oversight
• An understanding of issues involved in effective delivery of high-quality educational programs
• Successful track record of working with ethnically and culturally diverse students, faculty, and staff in a shared governance environment
• An equity-minded leadership style and a demonstrable commitment to enhancing diversity and promoting inclusion, including women and members of racially and ethnically underrepresented groups
• Ability to identify and cultivate necessary partnerships
PREFERRED QUALIFICATIONS

- Ph.D. from a regionally accredited university
- Progressive levels of increasing responsibility in Higher Education administration or a closely related field in such areas as Extended, Professional, Continuing, and/or Adult Education, with a proven track record of results
- Demonstrated creativity and ability to articulate a vision for how to grow the reach of the university into our community, draw students to Cal State Fullerton, and develop innovative ways to reach a broader and more diverse group of learners, faculty, administration, and staff
- Experience identifying and fostering collaborations with external constituencies (e.g., corporations, foundations, non-profits, professional associations, consortia, etc.) and working with them to design and deliver innovative educational programming
- Experience working closely with deans, faculty members, and academic leaders within a shared governance system to design and deliver educational programming
- Experience leading teams in the design, implementation, and evaluation of large-scale, widely delivered educational offerings employing traditional in-person classroom delivery, digital/remote/online modalities, and blended learning
- A record of achievement in working with a diverse community, creating an inclusive culture, and achieving ambitious institutional goals for equity, diversity, and inclusion
- Demonstrated skill in managing complex, multi-fund budgets (e.g., Auxiliary, General Fund, Philanthropic, Extended Ed Trust Fund, etc.) and in external resource development
- Significant record of professional engagement, public presentations, and/or publications indicating leadership in the area of Extended, Professional, Continuing, or Adult Education and other areas of higher education
- Familiarity with international higher education related policies
- A demonstrated passion for educational innovation and transformative leadership
- Highest degree of ethics and personal integrity
- Experience in a collective bargaining environment
- Experience in a higher education system in California and familiarity with the California State University

APPLICATION PROCESS

Applications can be submitted in confidence at hr.fullerton.edu/careers/ or through this link: Dean/Associate Vice President for Extension & International Programs. Those applications received by November 23, 2021 by 9:00 PM (Pacific Standard Time)/midnight (Eastern Standard Time) will be assured full consideration. A complete application will include a cover letter addressing the qualifications above, curriculum vitae, a diversity statement and the names, e-mail addresses, and phone numbers of five references. References will not be contacted without explicit permission from the candidate. Nominations for this position and requests for information should be addressed to eipsearch@fullerton.edu.

California State University, Fullerton celebrates all forms of diversity and is deeply committed to fostering an inclusive environment within which students, staff, administrators and faculty thrive. Individuals interested in advancing the University’s strategic diversity goals are strongly encouraged to apply. Reasonable accommodations will be provided for qualified applicants with disabilities who self-disclose.

ABOUT CSUF

The largest university in the CSU and the only campus in Orange County, Cal State Fullerton offers 110-degree programs, and Division 1 athletics. Recognized as a national model for supporting student success, CSUF excels with innovative, high-impact educational practices, including faculty-student collaborative research, study abroad and competitive internships. Our vibrant and diverse campus is a primary driver of workforce and economic development in the region. CSUF is a top public university known for its success in supporting first-generation and underrepresented students, and preparing all students to become leaders in the global marketplace. Visit fullerton.edu.