

**FACULTY
BENCHMARK JOB CLASS
DEAN OF STUDENTS/0109**

Description Summary

Positions assigned to this class focus on student success: promoting the academic success of students and the continuous learning of the community by providing a creative and innovative vision to enhance student learning, academic success and personal growth. Provide a comprehensive student services program for a diverse student body to be successful inside and outside of the classroom, and promote the delivery of services through direct student contact and through technology. Plan, operate, direct and provide administrative and functional supervision of staff and support programs; develop budgets and review expenditures for assigned programs. Foster an inclusive and welcoming environment for all students.

Examples of Suitable Qualifications

A Master's degree in an appropriate discipline and at least five years of higher education administration experience. Ability to exercise judgment and discretion in applying and interpreting college policies and procedures. Demonstrated commitment to supporting academics and student learning outcomes. Excellent interpersonal, communication and technical skills. Demonstrated problem-solving, conflict resolution and crisis management skills.