

**DIRECTOR (WITH FACULTY RANK)
SCHOOL OF KINESIOLOGY
COLLEGE OF EDUCATION AND HUMAN DEVELOPMENT (CEHD)
UNIVERSITY OF MINNESOTA**

The College of Education and Human Development (CEHD), University of Minnesota, invites nominations and applications for the position of Director of School of Kinesiology (KIN). We are looking for candidates who are established leaders in one or more of the disciplines represented in the department, who have a clear and articulated vision for the work of an academic department, and who have the administrative skills and experience to organize and effectively guide faculty and staff efforts to achieve this vision. The department is especially interested in candidates who can help maintain and refine its academic mission, innovation, integrity, and vitality by providing leadership in instruction, research, program development, outreach/community engagement, and Extension education.

The School of Kinesiology at the University of Minnesota has a rich tradition of exceptional scholarship and academic excellence. Our research supports the interdisciplinary study of the physiological, biological, developmental, social, and behavioral bases of exercise, sport, and human movement. Faculty are committed to excellence in research, teaching, and service as they strive to understand the lifespan impact of physical activity and sport on health, disease and society as a whole. This exceptional scholarship is being noticed. In 2015, the School of Kinesiology was awarded 10 research grants and published 75 journal articles and two books. The School is also experiencing growing enrollment numbers, with 660 undergraduate students combined between our Kinesiology, Sport Management, Coaching, and Recreation, Parks, and Leisure Studies programs. A large graduate student population is also present within the School. Masters' degree-seeking students total 104, with students enrolling in a Sport Management M.A. program, Kinesiology M.S., M.A., and Minor programs, and M.Ed. programs in Applied Kinesiology, Sport and Exercise Science, and Sport Management. The Kinesiology Ph.D. program has 41 students across five concentrations, with the National Academy of Kinesiology ranking this program 6th in the nation in 2015 (<http://news.cehd.umn.edu/kinesiology-doctoral-program-jumps-into-top-10-ranking/>). Finally, the School is home to the Physical Activity Program, which annually enrolls over 6,000 students from across campus in 1-credit PE classes. Complete information on the School can be found on the website, <http://www.cehd.umn.edu/kin/>.

Located in the culturally diverse cities of Minneapolis and St. Paul, the University offers unique opportunities for research and participation in varied cultural communities. The College of Education and Human Development is one of the top ranked professional schools of education in the nation. We are an inclusive, nationally distinctive college that explores education and human development across the life span to increase the intellectual synergy and cooperative inquiry required to address the complexity of educational and social issues facing children, youth, and families in the 21st century. Further information about the U of M can be found at <http://twin-cities.umn.edu/about-us> and on the Relocation Assistance Program site <http://www.umn.edu/ohr/rap/>. Additional information about the college can be found at <http://www.cehd.umn.edu/>.

Position Overview

The Director provides leadership both as an active scholar and by supporting department scholarship. The Director formulates and implements departmental policies and practices, nurtures the professional growth of individual faculty, professional and administrative (P&A), and Civil Service/Bargaining Unit (CSBU) staff, creates a welcoming environment for diverse students, faculty, P&A and CS/BU staff and works to improve the quality of department climate, instruction, disciplined inquiry, and outreach/community engagement. The Director provides academic leadership to KIN in consultation with the CEHD Dean and Associate Deans and has general administrative authority over the department, including budget. The Director represents KIN in college-wide administrative planning and is a member of the CEHD Academic Leadership Team.

Key Responsibilities

- Serve as chief administrative, academic, and research officer of the School by operating in alignment with the UMN land grant mission, and KIN, CEHD, and UMN strategic goals and governing policies.
- Serve as chief administrative officer of the School, with authority and responsibility for programs and resources, personnel, budget development and oversight, development and fundraising, and administrative planning.
 - Provide vision and leadership for strategic short-term and long-range goals, objectives, and plans
 - Establish, communicate, administer, and adhere to UMN fiscal, programmatic, space, workload, and personnel policies
 - Provide leadership in faculty and staff development: orient new faculty and staff, evaluate and mentor continuing faculty and staff, and manage faculty and staff tenure and promotion processes as required by CEHD and UMN policies
 - Nurture the professional development of faculty and staff toward excellence and national distinction in research, teaching, and community engagement
 - Prepare, prioritize, and monitor budget requests and expenditures
 - Schedule, set agenda for, and preside at School faculty, all-school, and administration team meetings
 - Represent the School in its internal and external affairs, including on the CEHD Dean's academic leadership team, and in other CEHD forums
 - Delegate authority appropriately and equitably to other leadership in the School
 - Promote an open, respectful, transparent, and inclusive work environment
 - Provide impetus and guidance to the School in development and fundraising
- Serve as chief academic officer of the School, with oversight and accountability for academic program vision, curricular development, effective teaching, and high quality advising environments
 - Develop and maintain familiarity with the School's academic programs and educational policies, as applied to teaching, advising, and support staffing
 - Teach at least one course per year and mentor graduate students in area of expertise
 - Promote and maintain a high-quality and safe learning environment for students
 - Practice principles of affirmative action and equal opportunity, and strive for diversity in the student body and workforce
 - Designate and collaborate with academic program area heads, committee

- members and chairs, and directors of undergraduate and graduate studies
- Serve as chief research officer of the School, providing leadership and mentoring regarding scholarly development, support, and productivity
 - Establish goals and provide equitable resources such as space and personnel that support the scholarly efforts of faculty, research staff, and students
 - Nurture a climate geared toward achieving success in external funding support for research
 - Cultivate the professional and community engagement of researchers and scholars in the School
 - Maintain line of scholarly productivity in area of expertise and fulfill research responsibilities as a faculty member

This position is supported by a School administrator (Assistant to the Director) who effectively manages the day-to-day administrative operations of the School, provides supervision and oversight to staff who provide support to the School and the Director, and handles projects as assigned.

Qualifications

Required

- Earned doctoral-level degree in a field represented within the department, or a closely related field.
- Evidence of a well-established national or international reputation for productivity in one or more areas of academic scholarship within the department.
- A demonstrated interest in and ability to foster a climate that seeks and values diversity, transparency and collaboration across all levels.
- Administrative, management and leadership experience in positions such as director or department chair/head, program coordinator, or director of graduate studies.
- Evidence of effectiveness in teaching, advising, and outreach/service.
- Candidates must be qualified and acceptable to the faculty in the department for appointment at the rank of tenured Associate or Full Professor in one or more of the department's academic programs.

Preferred (Selection Criteria)

- Preference will be given to individuals qualified for hire as a tenured Full Professor.
- Successful administrative experience at a research university.
- Demonstrated successful skills in interpersonal communication, administrative leadership, supervision, and team-building.
- Effective writing skills, including the writing of planning and evaluation reports, project proposals for outside funding, and scholarly publications.
- Demonstrated success in procuring external funding for research and programmatic initiatives.
- Experience in allocating resources to ensure that the department mission and goals are achieved.
- Ability to effectively communicate complex information.
- Demonstrated effectiveness in gaining consensus and resolving conflict.
- Demonstrated success in mentoring and developing faculty and staff.

Appointment

The starting date for this position is negotiable with a strong preference for the person hired to begin on or around July 1, 2017. Salary will be competitive and commensurate with experience and qualifications. The University of Minnesota has a very competitive array of employee benefits. Information about benefits can be found by following the document link below: http://humanresources.umn.edu/sites/humanresources.umn.edu/files/ben122-03_75_to_100_time_appointment.pdf. The individual hired will also receive an administrative salary augmentation and will be provided with a tenured faculty appointment. This is a full-time, 12-month position, and the initial appointment will be for a three-year term. Distribution of duties will include typical faculty work, including teaching one course per year, advising graduate students, and conducting research, consistent with department workload policies. Renewals of the Director appointment are contingent upon a formal performance evaluation. Regardless of reappointment status, however, the individual will retain a 9-month tenured faculty position in KIN.

Application Process

Expressions of interest and nominations for the position can be sent to the search committee chair or to members of the search committee. This position will remain open until filled. The search committee will begin reviewing applications on **October 31, 2016**. Interested candidates must provide a letter expressing interest and addressing their accomplishments related to the qualifications for this position along with a current curriculum vita. An on-line application is required for this position. Please access the University of Minnesota employment system at <http://humanresources.umn.edu/jobs> and search for Job Posting Number **312951**. The cover letter and curriculum vitae may be attached electronically to the on-line application.

The University of Minnesota is committed to the policy that all persons have equal access to its programs, facilities, and employment without regard to race, color, creed, religion, national origin, sex, age, marital status, disability, public assistance, veteran status, or sexual orientation.