

Dean of the College of Business Administration
Ajman University

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Posted Feb. 15, 2024, set to expire Jul. 20, 2024

Job Title Dean of the College of Business Administration
Department College of Business Administration
Institution Ajman University
Ajman, , United Arab Emirates

Date Posted Feb. 15, 2024

Application Deadline Mar. 15, 2024

Position Start Date Aug. 20, 2024

Job Categories Dean

Academic Field(s) Business - General

Job Website <https://aujobs.ajman.ac.ae/go/Academic-Job/4157622/>

Apply By Email

Job Description

- **Job purpose:** The Dean is the chief academic and administrative officer of the College who reports to the Vice Chancellor for Academic Affairs; the Dean will provide academic leadership and discharge administrative responsibilities in respect to faculty, staff, resources and student matters. He/she shall provide leadership of the strategic, programmatic, financial, fundraising, and management operations that support the mission and vision of the College in alignment with the University's mission, vision and strategic plan.
- **Qualifications:** AU seeks an outstanding leader and communicator eager to work collegially within the College and the University and who displays a strong commitment to liberal arts education for a diverse student body. Candidates must have an earned doctorate in Business Administration or a related discipline. He/she must have a significant administrative experience

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and a distinguished record of teaching, research, and service; preferably holding the rank of full Professor.

• **Duties and Responsibilities:**

???????The Dean's duties and responsibilities include:

1. Promoting the College's strategic vision and distinctive characteristics, accomplishments and aspirations to all constituencies, ensuring that the public perception of the College aligns with its ambitious goals to continue to attract the best and brightest students, faculty and staff and to produce graduates of the highest caliber.
2. Leading and overseeing the development, enhancement and continuous assessment of programs, curricula and study plans in the college.
3. Providing a conducive environment that promotes faculty excellence in teaching, advising, research and service.
4. Leading the pursuit of various required national and international accreditation and related activities.
5. Providing recommendations to the Vice Chancellor for Academic Affairs on hiring, promotion, and performance evaluation of faculty members and staff.
6. Facilitating professional development for faculty and staff in the College.
7. Enhancing and extending relationships with industry, government, business and other education and research institutions locally and abroad.
8. Leading and participating in fundraising activities to the College.
9. Supporting and initiating activities for student recruitment and retention.
10. Managing the budget and resources available to the college and ensuring the financial well-being

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of the College.

- **Submissions:** Review of applications will begin immediately. Applications must include: 1) A letter of interest; 2) Curriculum vita, with names of three references; 3) Statements of Teaching Philosophy and Approach to Diversity; 4) Statement of Administrative Philosophy. Please limit statements to one page each.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact Manar Sadeq, Senior Officer of Academic Affairs
Office of Vice Chancellor for Academic Affairs
Ajman University
P.O. Box 346
Ajman
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