



**TOUGALOO COLLEGE
TOUGALOO, MISSISSIPPI 39174**

NOTICE OF JOB OPENING

**TOUGALOO COLLEGE SEEKS: Director,
Center for International Trade, Transportation And Global
Logistics: A Department of Homeland Security National
Transportation Security Center of Excellence**

Position Summary: The Center's mission is to support the Department of Homeland Security National Transportation Security Center of Excellence's educational and training missions. The successful candidate will:

- Oversee planning and coordination of activities with other National Transportation Center of Excellence institutions, DHS and its customers to identify, develop and implement curriculum, pedagogies, degrees and training programs.
- Develop collaborative partnerships to support this Center's mission and evaluate education and training goals and other needs.
- Oversee and supervise all staff.
- Prepare and submit all programmatic reports as required by DHS and deliver presentations to DHS Customers.
- Identify potential funding sources, write and submit proposals for additional external funding.
- Insure that the annual operating budget plans are accurately and properly submitted to DHS.
- Negotiate contracts and Memorandums of Understanding.
- Develop new initiatives and programs for DHS customers
- Coordinate and direct grant writing and resource development projects.

Knowledge, Skills and Abilities:

Knowledge of:

- University, college and DHS policies and procedures
- SACS standards
- Supervision, training, and performance management
- Administrative and budget preparations

Skills in:

- Assessment of programs
- Development of Strategic Plan
- Public affairs
- Curriculum Development

- Effective communication

Ability to:

- Direct and evaluate education and training programs
- Maintain accurate and orderly records
- Organize and direct activities
- Plan and Implement work force education and training projects/programs

Experience/Qualifications: Hold an advanced degree with qualifications appropriate for a tenure-track appointment in any academic divisions. Some experience in supervising, implementing and administration of non-credit workshop training programs. Experience in managing facility usage for designated programs at various sites nationally. Candidate must be able to coordinate and direct grant writing and resource development projects.

Date of Position Opening: July 17 2008

Application Deadline: August 14, 2008

Salary: Negotiable

**Send fax to: Tougaloo College
Attention: Director of Human Resources
(601) 977-7866**

ALL APPLICANTS WILL BE CONSIDERED WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, AGE, MARITAL OR VETERAN STATUS; MEDICAL CONDITION, DISABILITY; OR ANY OTHER LEGALLY PROTECTED STATUS.

TOUGALOO COLLEGE AN EQUAL OPPORTUNITY EMPLOYER

