



**TOUGALOO COLLEGE**  
**TOUGALOO, MISSISSIPPI 39174**

**NOTICE OF JOB OPENING**

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**TOUGALOO COLLEGE Seeks: Dean of Education**

**Position Summary:**

The Dean of Education is a full-time, 12-month administrative position. The Dean must be a results-oriented champion of student-centered educational practices and services. The Dean of Education reports to the Provost. As chief academic officer of the division, the Dean is responsible for the academic, personnel, financial, and administrative affairs of the division. The Dean is also responsible for communicating the vision and goals of the Division of Education to community and professional constituencies and seeking public and private funds to support the goals of the division. Duties will include: responsibility for representing the views of the division and faculty to all groups and persons external to the division, particularly to the central administration of the college; responsibility for the administration and efficient conduct of the educational programs of the division and for integrating the plans of the division with those of the college; and enforcement of the policies and regulations adopted by the Board of Trustees, the Office of the President, and the college faculty.

**Experience/Qualifications:**

The ideal candidate will hold a Ph.D. (or its equivalent) in the field of Education from an accredited institution and demonstrate leadership experiences, including five years as a higher education administrator (department chairperson or coordinator) in a four-year institution. Candidates must demonstrate an excellent record of scholarship for tenure at the rank of Associate or Full Professor at Tougaloo College and present evidence of successful teaching and strong commitment to undergraduate and graduate education.

The candidate must have successful experience in higher education administrative and leadership in assessment and knowledge of accreditation processes. The successful candidate is expected to serve as the coordinator for local and national accreditation and have extensive knowledge of the CAEP accreditation standards. Applicants should submit a letter of application, current vita, graduate transcripts, and a list of three current references.

- Date of Position Opening:** 27 January 2021
- Application Deadline:** 15 March 2021 (*review of applications begins immediately*)
- Salary:** Salary commensurate with experience
- Email Documents to:** [TougalooCareers@tougaloo.edu](mailto:TougalooCareers@tougaloo.edu)
- Mail Documents to:** Tougaloo College  
Attention: Director of Human Resources  
500 West County Line Road  
Tougaloo, MS 39174
- Fax Documents to:** (601) 977-7866

**ALL APPLICANTS WILL BE CONSIDERED WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX, AGE, NATIONAL ORIGIN, SEXUAL ORIENTATION, DISABILITY, CITIZENSHIP, VETERAN STATUS, GENETIC INFORMATION, GENDER IDENTITY; OR ANY OTHER LEGALLY PROTECTED STATUS. THE COLLEGE PROHIBITS SEXUAL HARASSMENT, INCLUDING SEXUAL VIOLENCE.**

**TOUGALOO COLLEGE AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION  
EMPLOYER**

HR/03/07/18