

Dean, School of Business

Excluded, Competition # 73-22/23
Brandon, MB

Salary range: \$110,944.10 to \$141,602.32

THE OPPORTUNITY

It's an exciting time for Assiniboine Community College and for our School of Business. We're growing—not only with respect to student enrolment, but also through new programs and new learning spaces across our campuses.

Reporting to the Vice-President, Academic, the Dean is a senior leader at Assiniboine, responsible for shaping and ushering in the next chapter of business education and industry partnership at our college. They are a public face for the School of Business, and network frequently with industry, employers, government and community members.

We are looking for someone with a track record of success, who is highly motivated in environments where they lead teams to evolve. As the Dean, you will be responsible for developing and advancing the school's academic plans, including the applied research strategy. In action, this requires encouraging and sustaining a culture in the School of Business that is entrepreneurial, accountable to results, quality-focused, and addresses the educational needs of learners in both on- and off campus environments.

You have progressive leadership experience throughout your career to date, including experience in change management, program development, strategic planning, and policy frameworks. You have relevant academic and/or industry experience as it relates to this role.

This position is based on campus in Brandon, and requires travel throughout the province as needed.

RESPONSIBILITIES & ACCOUNTABILITIES

- Provides strategic academic and operational leadership to a growing academic school and responsible for advancing the college's and the school's academic plans, including the applied research strategy.
- Accountable for ensuring that the school provides high quality educational and training programs to assist with the economic, cultural, and social development of Manitoba within the context of a global marketplace.
- Providing leadership to increase accessibility of school programming through continued studies, distance education and contract training models of delivery. As well, the development of college training culture that is entrepreneurial, accountable and quality-focused and address the training needs of Manitobans on both on and off campus.
- Introduce and encourage the use of appropriate technologies to improve productivity, teaching and learning, and communications within the school

- Participate in the development of strategic and mid-range plans for the college
- Project and anticipate sectorial labour market/industry needs. Initiate and manage needs analysis and research as required to assist in program planning. Develop long-term training plans to meet sectoral needs.
- Work collaboratively with the Vice-President, Enterprise Development and Vice-President – Academics, to research, develop and execute contract training, international training and continuing studies initiatives and opportunities including development and management of budgets.
- Provide direction to school chairpersons in the day-to-day academic and operational leadership of the school.
- Supervise staff to ensure optimum utilization of resources, development and delivery of current, relevant programming and effective and efficient operation of programs.
- Develop effective strategies for the promotion of school programs and recruitment of students within a highly competitive marketplace.
- Promote college operations and services to the community.
- In conjunction with chairperson(s), prepare and co-ordinate operating, salary and capital budgets.
- Perform a lead role in liaising within regional, provincial and national business and professional communities to identify overall training needs for the school and provide direction regarding how to respond to these needs.
- Ensure program review and curriculum modifications are carried out.
- Ensure curriculum is developed in approved format and that approved curriculum and evaluation methodologies are being followed in the classrooms, labs and shops.
- Provide leadership and quality assurance in the provision of inclusive, student centered teaching and learning
- In collaboration with school staff, develop a human resource and organizational development strategy for the school consistent with school priorities and needs identified by staff through performance evaluation process.

KNOWLEDGE, SKILLS & ABILITIES

- Masters degree (preferred)
- Extensive knowledge of Canadian post-secondary college trends, developments and directions.
- Ability to establish and maintain effective working relationships both within the college, and with contractors, consultants, customers, the public and other personnel associated with private and public agencies.
- Outstanding interpersonal, communication, presentation, influencing and negotiation skills including the ability to develop and promote close and effective internal and external work relationships.
- Ability to demonstrate high-level analytical skills together with the capacity to evaluate situations, make decisions and consult with others to inform, facilitate, and expedite decision-making.

- Instructional and/or administrative experience in the field of Continuing Studies, preferably in a college setting. Proven track record of curriculum development.
- Experience in strategic planning and in the development and implementation of operational plans.
- Considerable knowledge of and experience with budgetary processes, including the development and administration of budgets.
- Working knowledge of and experience with the administration of collective agreements.
- Superior ability to develop, interpret, and apply College, government, agency, and departmental policies, procedures and guidelines, and collective agreements.
- Ability to think and lead creatively and strategically.
- Demonstrate ability to develop, motivate and empower a team.
- Strong organizational, analytical, and problem-solving skills.

ABOUT ASSINIBOINE COMMUNITY COLLEGE

We have been providing exceptional learning experience for more than 60 years. We are proud to be a truly provincial institution, serving learners throughout the province with five permanent campuses in Brandon, Winnipeg, Dauphin and Portage, and dozens of rural rotating and community-based training sites through the province each year.

For staff and students alike, Assiniboine offers unparalleled learning environments and responds well to the demands and requirements of the Manitoba labour market. Here, instructors follow the philosophy of 'learn by doing,' combining theory with hands-on learning inside classrooms, labs, kitchens, shops, fields and the college's Sustainable Greenhouse. We are an accredited college with the Province of Manitoba.

We welcome more than 3,500 full-time and 6,000 part-time students each year. Around 19 per cent of our full-time student body identifies as First Nations, Métis or Inuit and 21 per cent are international students. We offer over 60 unique certificate, diploma, and post-graduate diploma programs across a variety of disciplines including culinary arts and hospitality, health and human services, trades and technology, business, and agriculture and environment. Assiniboine

Assiniboine graduates do well. After nine months of completing their studies, 94% of graduates have jobs; 89% are working in a career related to their field of study; and 92% stay in Manitoba. On average, recent grads earn \$46,800 annual.

ABOUT THE SCHOOL OF BUSINESS

The School of Business has been building momentum for several years, responding to industry needs, adding programs, pursuing new avenues to advance reputation and working to enhance students' experiences and career opportunities.

Assiniboine has a long history of offering traditional business and office programs. School of Business programs are delivered at Assiniboine's campuses in Brandon and Parkland (Dauphin). In addition, the college regularly delivers programs in First Nations communities across the province. IN recent years, the School has been enriched by adding Media and Communications, Digital Art and Design, and Web and Interactive Development as well as Network Administration Technology to it's complement.

In partnership with Cape Breton University, the School offers a Master in Business Administration in Community Economic Development. There have been 3 intakes of this Master's Degree. Adding advanced diplomas in Accounting, Finance, Human Resource Management and Marketing has built on the opportunities available and brought in a new sector of students. Assiniboine's Business Administration Diploma is accredited through the Accreditation Council for Business Schools and Programs (ACBSP) – one of 11 business schools in Canada to be accredited. The School has accreditations, agreements and affiliations with other industry associations, including CPA Canada, CPHR Manitoba, AFOA (Aboriginal Financial Officers Association), CSI (Canadian Securities Institute) and IFIC (Investment Funds Institute Canada).

TO APPLY

This competition will remain open until the position is filled. We thank you for your interest. Those selected for further consideration will be contacted. If you are interested in this career opportunity, please forward your resume and cover letter to:

Assiniboine Community College
c/o Human Resources
1430 Victoria Avenue East, Brandon, Manitoba R7A 2A9
careers@assiniboine.net

Assiniboine Community College is committed to ensuring that its policies, practices, and systems are free of barriers, emphasize the value of diversity, and promote full participation to ensure dignity, respect, and equal access for all employees. Requests for accommodations can be made at any point during the recruitment process by contacting 204.725.8729 or humanresources@assiniboine.net.

Assiniboine's campuses are located on the traditional territories of Treaty No. 1 and Treaty No. 2, and the shared traditional lands of Cree, Oji-Cree, Dakota, Dene and Anishinabek/Ojibwe peoples, and the homeland of the Métis Nation.
