



Waynesburg, Pennsylvania

Dean of Undergraduate Studies

Waynesburg University is seeking a Dean of Undergraduate Studies. This is an exceptional opportunity for an academic leader who has administrative and faculty experience and is creative and entrepreneurial. The Dean reports directly to the Provost.

The Dean embraces and advances the University's mission and vision for Christian higher education. This administrator is responsible for leading the first-year experience program and overseeing first-year student advising as well as all undergraduate academic support programs. In addition to supervising study abroad programs, this leader manages academic assessment.

Other areas of responsibility include directing faculty development programs, continuing the efforts to integrate faith into all aspects of the curriculum and pedagogy,

and managing curriculum development. The Dean also supervises the hiring and evaluation of part-time faculty.

CANDIDATE QUALITIES AND QUALIFICATIONS

The candidate will have a successful record of teaching and leadership in a college or university setting. Experience as a department chairperson or head will be helpful, but is not essential. The successful candidate must have the ability to organize and direct operations while working under the pressure of deadlines. Good communication skills, both oral and written, are essential. Knowledge of principles and practices of budgeting in an academic environment is helpful as is familiarity with regional and secondary accreditation requirements and assessment procedures.



The opportunity to further the University's academic program requires a person with vision, vigor, enthusiasm, and a willingness to build leadership within the campus community to develop and implement policies, procedures and plans. Candidates must possess an understanding of and a commitment to the mission and goals of Waynesburg University. It is imperative that candidates endorse and practice high ethical standards and personal integrity.

The Dean of Undergraduate Studies will have:

- A vibrant Christian faith and a commitment to embrace personal, faculty, and student faith development.

- A commitment to the ideals of Christian higher education as embodied in curriculum, pedagogy, service, and administration.
- An earned doctorate from an accredited university.
- Experience as an effective educator and administrator.
- Experience as an educational leader in an educational unit or wider university assignment.
- Strong organizational skills and the ability to manage multiple projects.
- Skills necessary to establish and maintain effective professional relationships among all the constituencies of the University.
- Ability to analyze institutional research and higher education financial reports for decision making.
- Institutional experience preparing reports for regional or specialty accreditation and/or service on a regional or national visiting accreditation committee.
- Experience/interest in:
 - First-Year Experience
 - Student advisement
 - Undergraduate support programs
 - Academic assessment
 - Faculty development
 - Faith-integration
- Experience with regional, state, and secondary accreditation processes.
- Experience as a hiring authority or on search

MISSION STATEMENT

Waynesburg University educates students to make connections between faith, learning and serving so they might faithfully transform their communities and the world. As a Christian comprehensive university, we strive to inspire and challenge every undergraduate and graduate student to a life of leadership and purpose for the glory of God.



teams/committees for faculty appointments.

- Strong analytical and communication skills.
- Qualities that model servant leadership.

WAYNESBURG UNIVERSITY

Founded in 1849 by the Cumberland Presbyterian Church, Waynesburg University is a private, coeducational, comprehensive, Christian university. The student body encompasses a variety of Christian denominations.

Known for its commitment to connecting heart, hand and mind, the University offers more than 70 programs of study, and awards undergraduate, graduate and doctoral degrees. With more than 1,700 undergraduate and 1,000 graduate students, the University offers a dynamic, challenging and supportive learning environment. The student-to-faculty ratio is 15:1, with an average class size of 20. One hundred percent of the 166 faculty members teach in the classroom. The 70-acre, picturesque campus has 28 buildings, with others in process.

Waynesburg students participate in international study and service learning trips to a wide variety of places in the world. Currently, students are studying in Russia; Uganda; South Korea; Oxford, England; Spain; Washington, D.C.; Mongolia; India; New Zealand, and Zambia.

INSTITUTIONAL COMMITMENTS

Waynesburg University educates students based a commitment to:

- The pursuit of truth in God's world through rigorous scholarship, academic excellence and

creative expressions, founded in the liberal arts and sciences.

- The authority of the scriptures as the essential reference for faith and life. The scriptures inform and define one's perspectives in service of Christ and His kingdom.
- The integration of Christian faith within the various academic disciplines and professional programs for both undergraduate and graduate students.
- The employment of faculty and staff members who embody the values and perspectives of the Christian faith in their teaching, personal lives and relationships with students.
- The understanding and engagement of others, locally and around the world, through the use of one's education and talents in service of justice and righteousness.
- A Student-centered education where the interests, aspirations and needs of each student are valued and encouraged.
- The welcoming of students from various cultures, backgrounds, educational experiences and ages to enhance diversity and contribute to the learning community.
- The development of students who will exhibit integrity, both personally and professionally, based upon the scriptural calling of Jesus Christ for all of life.



SERVICE LEARNING

The most important distinguishing feature of Waynesburg University is the connection between high-quality academics and community service. Service learning is a general education requirement of all students at Waynesburg University. Students deliver more than 1,200 hours of volunteer service every week of the school year and travel to sites in other states and countries in the summer and during breaks.

STOVER CENTER FOR CONSTITUTIONAL STUDIES AND MORAL LEADERSHIP

The Stover Center for Constitutional Studies and Moral Leadership seeks to develop future leaders based upon the moral and constitutional principles that guided the nation's Founding Fathers. The Center provides scholarships and learning opportunities to students interested in developing their leadership potential. Stover Scholars are selected based on their grade-point average, community involvement and leadership skills.

ATHLETICS

Waynesburg University is a Division III member of the National Collegiate Athletics Association

and participates in the Presidents' Athletic Conference. The University fields 18 varsity sports, nine each for men and women. The Yellow Jacket student-athletes are leaders in the classroom, earning several academic honors each year, including the prestigious Academic All-America award.

ACCREDITATION

Waynesburg University is accredited by the Middle States Association of Colleges and Schools and the Pennsylvania Department of Education. The chemistry program is approved by the American Chemical Society. The nursing program is fully approved by the Pennsylvania State Board of Nursing and is accredited by the Commission on Collegiate Nursing Education. The Athletic Training program is approved by the National Athletic Training Association and is accredited by the Commission on Accreditation of Athletic Training Education. The Education Department is accredited by the Pennsylvania Department of Education and is an affiliate of the Teacher Education Accreditation Council.

WAYNESBURG, PENNSYLVANIA

Founded in 1796, Waynesburg is a welcoming college town of 10,000, nestled in the hills of southwestern Pennsylvania. It is located about 10 minutes from Interstate 79, just an hour south of Pittsburgh. Along with many historical sites, residents enjoy local cultural events. Recreational opportunities are in abundance, including





camping, hiking, water sports, skiing, Little League and Senior League sports, tennis, and golf. Waynesburg and Greene County offer the benefits of a small town community with safe streets and friendly people.

Waynesburg University is located about two blocks from the central business district, which features many specialty shops, antique stores, and restaurants and offers many examples of turn-of-the-century architecture. The University is a strong leader in area economic and cultural development.

Pittsburgh, with its international airport and many ethnic restaurants, shopping malls, major league sports, and cultural attractions, is an easy drive. Waynesburg is within a four-hour drive from major cities, such as Columbus, Ohio; Cleveland, Ohio; Baltimore, Maryland; and Washington, D.C.

**Waynesburg University is an
equal opportunity employer.**

REFERRALS AND APPLICATIONS

Letters of interest, referrals and letters of application, including a cover letter and resume, should be emailed to:

Waynesburg@myersmcræ.com

Confidential inquiries are welcomed.

The **Myers McRae** Consultant Team:

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