



PimaCommunityCollege

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Inviting Applications and Nominations for

Dean of Arts



Pima Community College (PCC), one of the nation's largest multi-campus community colleges, seeks an innovative, creative, and collaborative academic administrator to serve as **Dean of Arts**. This leadership role administers a comprehensive Arts program that serves both students and the broader community. Complementing the academic programs in Digital Arts, Fashion Design, Performing Arts, and Visual Arts, the Division oversees the artistic programming at the Center for the Arts and its three performance venues and maintains seven gallery spaces.

**Pima
Community
College
named the**

**5TH BEST
EMPLOYER
IN ARIZONA
TO WORK FOR.**

*Forbes 2022
list of America's Best
Employers by State*



ABOUT THE COLLEGE

Founded in 1966, Pima Community College is a two-year college that is built on a foundation of student success, community engagement, and diversity. Serving the greater Tucson, Arizona, metropolitan area through six campuses and more than 100 learning sites, PCC offers learners of all backgrounds and ages a variety of opportunities to meet their educational goals, including university transfer programs, occupational education programs, adult education/HSE preparation, workforce and business development, and continuing education.

Approximately 150 transfer and occupational programs are available, ranging from dental studies and respiratory care to aviation technology and logistics and supply chain management, to an Associate of Fine Arts or Associate of Applied Science in Accounting degree. The College has 258 full-time and education support faculty, 54 adjunct faculty, and 458 part-time support staff as well as 952 additional regular staff. The student-to-faculty ratio is only 16 to 1.

Serving nearly 50,000 credit and noncredit students each year, PCC is committed to providing convenient, affordable, and accessible high-quality education that has the power to transform the lives of students and improve the community. In Fall 2021, the enrollment was 57.8% female, 47.2% Hispanic/Latino, and 55.8% aged 18-24. More than 28% of the students take 12 or more credit hours.

The College has been recognized nationally for its programs and student services. The institution is a two-time semi-finalist for the Aspen Institute College Excellence Program, which recognizes colleges that continue to focus on student success, student learning, certificate and degree completion, employment and earnings, and high levels of access and success for minority and low-income students.

In 2020, the College earned a prestigious Bellwether Award for reinvention of its developmental program in mathematics. The College's Adult Basic Education

for College & Career's IBEST initiative was one of only four programs in the U.S. to be recognized at the Advancing Innovation in Adult Education Showcase.

In 2018, PCC was one of eight colleges and universities nationwide selected by the Institute of International Education (IIE) to receive an IIE Andrew Heiskell Award for Innovation in International Education, which honors the most forward-thinking and successful models for internationalizing the campus, study abroad, and international partnerships.



West Campus is home to the Center for Fine Arts



Our Vision

As a premier community college, Pima Community College (PCC) will be a catalyst for personal transformation, economic growth, and cultural prosperity that enriches our diverse community.

Our Mission

Empower every learner, every day, for every goal.

As an open-admissions community college within the diverse setting of Pima County, PCC provides comprehensive and flexible life-long learning opportunities to promote learner success and to empower every learner, every day, for every goal.

Every learner: We commit to meeting the diverse needs of every person who seeks to further themselves through education.

Every day: We strive for excellence in teaching and support services, to ensure that all of our learners experience a welcoming and supportive environment that enhances their education.

Every goal: We align our programs and services with meaningful careers, quality educational pathways, and equity-driven practices to empower learners to succeed in their college and career goals.





THE DIVISION OF ARTS

PCC's Division of Arts seeks to empower the community through the arts and transform lives through outstanding arts, education, events, and experiences. The Arts Division serves students and community members at all of the institution's campuses and centers throughout Pima County through its four departments—Digital Arts, Fashion Design, Performing Arts, and Visual Arts. The robust and dynamic curricula offers courses and/or academic pathways in film, animation, game design, game programming, web design, graphic design, garment construction, fashion design, fashion merchandising, instrumental music, vocal music, theatre performance, technical theatre, dance, painting, drawing, sculpting, ceramics, printmaking, photography, art history, and more.

In addition to its instructional offerings, the Arts Division oversees the artistic programming at the Center for the Arts and its three performance venues (420-seat Proscenium Theater, 200-seat Blackbox Theater, and 90-seat Recital Hall) on PCC's West Campus. This includes performances from both internal and external entities, including more than 120 events annually.

The Division of Arts also maintains seven gallery spaces throughout the Pima Community College District, including the Louis Carlos Bernal Gallery. This professional art gallery exhibits the work of regional, national, and international contemporary artists, and it also hosts a juried student exhibition annually. The Sculpture on Campus Program, housed on PCC's East Campus, accepts new outdoor sculptures bi-annually, and it shares the work of contemporary artists in an open access gallery and outdoor museum setting.

THE OPPORTUNITY

As part of the administrative staff of the College and directly reporting to the Provost, the Dean of Arts provides leadership to faculty and staff, sets direction for College-wide programs in the Arts, and provides overall direction of program curricula and operations. In the best interest of students, the Dean maintains the highest standards of integrity in accordance with the mission, values, and core themes of the College.

The Dean leads, plans, initiates, and reviews all Fine Arts programs across the College. These responsibilities include oversight of the faculty in the division and any programmatic staff. In this role, the Dean helps

coordinate and ensure consistency in service provided to students across the College. In addition, this academic administrator oversees the development of the budget and acquisition of adequate resources for the programs.

The Dean serves as an authority on class schedules, oversees curriculum changes, and serves as the College representative to K-12 schools, business and agency partners, and other institutions of higher education. This administrator works in a highly collaborative environment, consulting with peers and partnering with community entities.

In addition to recommending faculty and staff selection, the Dean provides professional leadership and supervision in recruiting and developing faculty and staff members in the area of delegated responsibility. The Dean directs the evaluation of instruction and operations for program efficiency, delivery, and performance measures and encourages faculty and staff development through ongoing educational growth and professional involvement and activities.

PCC has committed to building its Center of Excellence in the Arts, a 21st century facility for arts innovation, interdisciplinary collaboration, workforce development, entrepreneurship, and community engagement. The incoming Dean of Arts will be responsible for leading the continued planning, development, and implementation of PCC's Center of Excellence in the Arts.

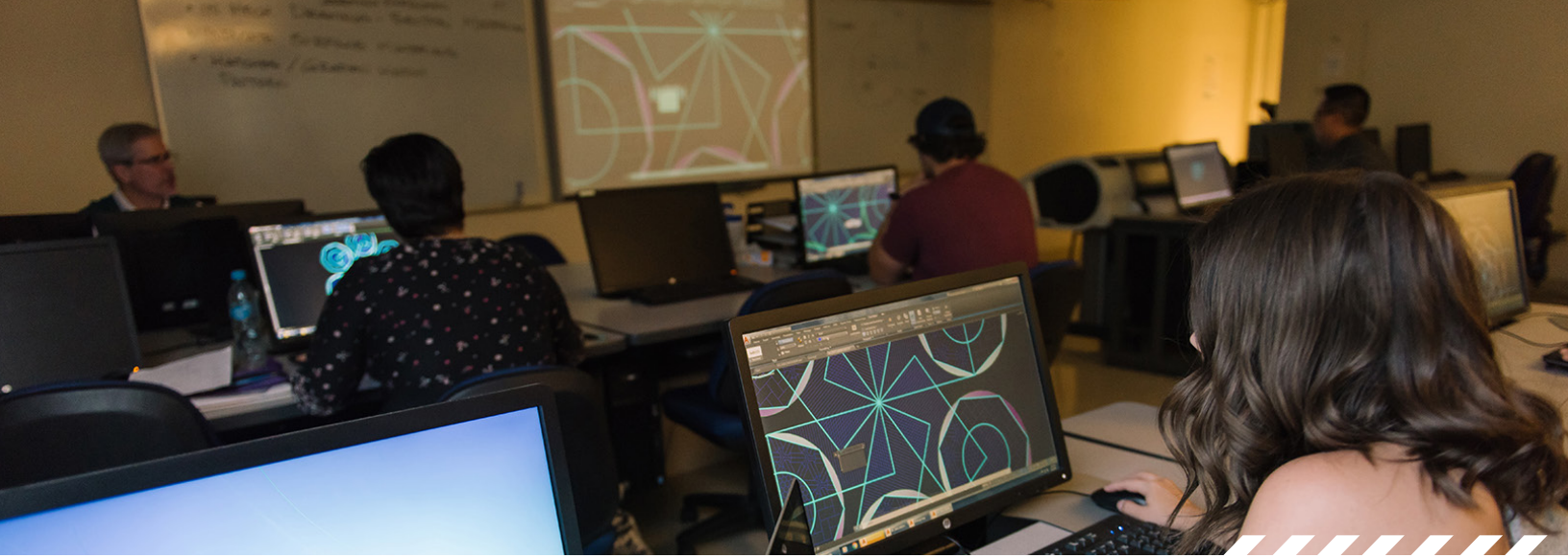
The Center of Excellence for the Arts will serve as an epicenter for creative inquiry, and it will strive to:

- Create transformative, life-changing experiences in the arts.
- Connect with industry partners to meet workforce needs and prepare the next generation of artists for successful careers in an ever-changing landscape.
- Provide students and faculty with the necessary resources to be national leaders in arts innovation, scholarship, and practice.
- Serve as a community hub and anchor institution for telling our stories through art, theatre, music, dance, film, design, and more.
- Exhibit to collaborators, sponsors, and patrons that this space is unique, infused with creativity and a spirit of innovation, and ready to evolve for the future of our community.

Duties and Responsibilities

- Provides leadership and direction to instructional and program staff, faculty, and adjunct faculty in developing and sustaining programs within assigned College-wide programs and services.
- Ensures the assessment of program and service student-learning outcomes in accordance with College policy and practice.
- Oversees the classes and schedule, including approval, deletion, modification, and the addition of classes, and leads the development of a data-informed and student-centered master schedule to ensure clear pathways for student completion are available and employers' needs are met.
- Provides direction for the development, implementation, and review of the curriculum, both new and existing, as well as new initiatives and programs. In conjunction with Workforce, collaborates with businesses and agencies that employ students from the disciplines within the division.
- Works in partnership with the three state universities to align the transfer curriculum.
- Seeks continuous improvement of programs and courses through programmatic input and feedback, curricular revision, and assessment to ensure relevance and currency of programs.
- Directs and coordinates activities of faculty and staff. Mentors, motivates, evaluates, and advocates for faculty and staff within the assigned disciplines. Monitors the performance of assigned faculty and staff.





- Develops goals and objectives for the programs and services within the area of assignment and work with others in setting goals. Participates in creating and implementing accountability systems to ensure program goals, objectives, policies, and procedures are met, including the generation of revenue through grants and continuing education opportunities.
- Collaborates in developing policies, practices, processes, and programs for the College.
- Communicates policies, standards, and expectations to assigned faculty and staff, and holds employees accountable.
- Oversees the strategic planning regimen and program and service review processes for the Division.
- Engages in a continuous improvement process for the assigned programs and services. Aligns planning efforts and key performance indicators with student and employer needs.
- Works with program and service leaders to develop and monitor the budget for the Division.
- Oversees the development and management of grants for the disciplines and areas of responsibility.
- Assists in resolving issues involving faculty and staff, grades, grade grievances, student integrity, dishonesty, rigor, and other matters. Intervenes with student, staff, and faculty safety issues.
- Interprets and applies policies and procedures for mediation and conflict resolution with students, faculty, staff, and external entities.
- Participates in accreditation reviews and reports as requested. Completes special projects as requested.
- Actively serves on a variety of internal and external task forces, committees, and work groups.
- Performs other related duties as assigned.

Job Qualifications and Skills

Minimum Requirements

- Master's degree in art, music, fashion, fine arts, theater, or a closely related field
 - Eight years of related teaching experience, preferably in higher education
- OR

- An equivalent combination of certification, education, and experience sufficient to successfully perform the essential duties of the job, such as those listed above (All potential applicants will be thoughtfully considered for the interim position as it is necessary to fill this essential position. All interested candidates are strongly encouraged to apply.)

Preferred Requirements

- Three or more years academic leadership experience in higher education
- Six plus years of prior supervisory and budget experience
- Understanding of teaching and learning theory, and its applications in higher education
- Professional work experience in the arts industry

Knowledge, Skills, and Abilities

- Demonstrated leadership experience in planning, curriculum and instruction, student learning outcomes and assessment, program development, and student retention
- Demonstrated sensitivity to the diverse cultural, socio-economic, ethnic, and disability backgrounds of community college students and the community at large

- Strong listening skills and mediation experience
- Management workstyle that is collaborative, and consultative, and inclusive
- Strong interpersonal and communication skills and the ability to work effectively with a wide range of constituencies in a diverse community
- Skills in program planning and implementation
- Experience with budget preparation and fiscal management and development of financial plans and management of resources
- Ability to develop and maintain cooperative educational partnerships
- Ability to develop and deliver presentations
- Ability to develop, plan, and implement short- and long-range goals
- Ability to organize resources and establish priorities
- Ability to establish, direct, and enforce policies and regulations pertaining to the areas of assignment
- Knowledge of due process requirements with respect to student disciplinary procedures
- Knowledge of FERPA regulations and other federal compliance issues related to students
- Knowledge of service excellence standards and procedures
- Knowledge of student recruitment and retention issues
- Knowledge of student support programs and services
- Ability to work evenings and weekends and to travel locally, statewide, and nationally

Additional Competencies

To be successful in this role, the Dean must be competent in the following:

- Display credibility, sound intellectual leadership, and exhibit understanding of the particular leadership needs of faculty; oversee program development processes
- Lead a team—faculty and staff—that addresses the short- and long-term goals of programs College-wide.
- Assess performance; support an innovative culture; set clear expectations; ensure that consistent and fair processes and procedures are implemented; recognize strong performance and address performance issues, and provide constructive feedback, coaching, and professional development opportunities
- Support diversity, lead by example; capitalize on diversity and differences to achieve goals; create an engaging, collaborative work environment to support a diverse faculty, staff, and student community; seek and attract diverse thoughts and perspectives
- Work collaboratively with faculty, staff, and stakeholders to set vision and direction
- Align priorities of the program with the mission and values of the College
- Ensure accountability and effectiveness of programs and personnel in alignment to mission and values of the College and the adjoining strategic plans
- Interface with internal and external stakeholders to act on important issues; promote programs of study both inside and outside of the College; serve as an effective advocate for the Divisions' programs
- Practice good stewardship of College resources; ensure financial decisions are aligned with College policies; consider the impact of decisions on faculty, staff, students, and budget, and make timely decisions after appropriate consultation and relevant data is analyzed.
- Possess excellent oral written communication and interpersonal skills together with excellent listening skills, along with the ability to seek out, understand, and enable diverse viewpoints





Dolores Durán-Cerda, Ph.D. Provost and Executive Vice Chancellor for Academic Affairs

Dr. Dolores Durán-Cerda serves as Provost and Executive Vice Chancellor for Academic Affairs at Pima Community College. As the Provost, she oversees the following areas: Academic Programs (Deans and faculty), Faculty Affairs & Development (Teaching & Learning Center, Faculty qualifications, and Faculty professional development), Curriculum, Assessment, Program Review, Accreditation, Diversity, Equity and Inclusion, PimaOnline, and Dual Enrollment. A seasoned educator, Dr. Durán-Cerda has more than 30 years of comprehensive and increasingly responsible college-level instructional, administrative, and leadership experience.

Her career in higher education began as professor of Spanish Language and Culture at Arizona International College of The University of Arizona, which was known for its interdisciplinary and globally focused curriculum. Dr. Durán-Cerda was hired as full-time faculty at PCC and taught for a decade in the World Languages Department. During that time, she also served as the Campus Honors Coordinator and Honors advisor and taught both Honors courses in Spanish and the Honors Colloquium. In 2012, she moved into administration and served as Senior Assistant to the Provost, then Assistant Vice Chancellor for Faculty Affairs, then Acting Provost and now, Provost.

Dr. Durán-Cerda holds a B.A. degree with honors in Spanish, French, and secondary education from the University of Iowa. She earned both her M.A. degree in Hispanic literature and her Ph.D. in Latin American literature with an emphasis in poetry from The University of Arizona. She was inducted into Phi Beta Kappa, Mortar Board, Omicron Delta Kappa, and Phi Lambda Theta honor societies.

Dr. Durán-Cerda has been awarded regional and national awards in teaching excellence as well as recognized as an outstanding administrator. Additionally, she received a fellowship from the National Endowment for the Humanities Summer Institute on Literature of the Border, has published and translated articles, and has presented at national and international conferences on pedagogy, literature, college-wide initiatives and on diversity, equity, and inclusion.

She has served on several national and state boards and advisory panels, including The University of Arizona's W.A. Franke Honors College Advisory Board, the National Phi Beta Kappa Senate, the Arizona Minority Education Policy Analysis Center (AMEPAC), Arizona Women in Higher Education Board of Directors, and the Cradle to Career Leadership Council-United Way of Tucson and Southern Arizona.

Equal Educational and Equal Employment Opportunity Policy

PCC is committed to diversity, equity, inclusion, and social justice. The College values and celebrates our talented, diverse workforce and seeks to attract, hire, and support employees who consistently and actively embrace diversity, equity, and inclusion. We are intentional about social justice, specifically, the active engagement toward equity and inclusion that addresses issues of institutional, structural, and environmental inequity, power, and privilege. See the PCC Diversity website for additional information about our commitment.

Pima Community College does not discriminate on the basis of race, color, national origin, sex, religion, age, disability, veteran status or sexual orientation, or gender identity in employment, education, programs, services, or activities. The College encourages all interested individuals to apply.



Tucson, Arizona

Located in southern Arizona, Tucson attracts residents with its affordable cost of living, sunny climate, strong higher education offerings, and beautiful setting. Ringed by dramatic mountain ranges that emphasize the great desert skies, the city has picturesque sunsets and a star-filled evening sky.

With more than a million people residing in the Tucson metro area, the city is a multi-cultural center, with a unique blend of Western, Mexican, and Native

American influences. As the second largest city in Arizona, the city offers many of the amenities found in large metropolitan areas, including museums, live entertainment, performing arts, outstanding casual and fine dining, and a wide range of shopping options, from national stores to specialty boutiques.

Family friendly, the city has excellent public and private PK-12 schools, including charter schools. In addition to PCC, Tucson is home to the University of Arizona, which enrolls more than 45,000 undergraduate and graduate students.

Application & Nomination Process

Confidential inquiries are welcomed, and nominations are invited.



Applications

Application packet must include the following:

- Cover letter, limited to two pages, that describes strengths, skills, and knowledge that will benefit this position
- Current curriculum vitae
- At least four work-related references with full contact and e-mail information (References will not be contacted without applicant's consent.)

Submit application packet to **Pima-DeanArts@myersmcræ.com** (preferably as PDFs) by **January 20, 2023**, for best consideration. Applications will be accepted until the position is filled.

Nominations

Submit nominations to **Pima-DeanArts-nominate@myersmcræ.com** with contact and e-mail information on the individual being nominated.

Consultant

Jennifer Barfield, Senior Vice President of **Myers McRae Executive Search and Consulting**, is assisting Pima Community College with this search. Request a conversation at **JenniferBarfield@myersmcræ.com**.