

ANNOUNCEMENT OF VACANCY

ANOKA-RAMSEY COMMUNITY COLLEGE Campuses in Cambridge and Coon Rapids, Minnesota

Interim-Dean of Educational Services (Science, Technology, Engineering, Mathematics) College Wide

- APPLICATION DEADLINE: All Internal applications must be received by September 14, 2009
- STARTING DATE: As soon as can be arranged.
- RESPONSIBILITIES: Serve as Dean for the areas of Science (Biology, Chemistry, Natural Science, Physics), Math & Technology (Computer Science, Engineering, and college level Mathematics) on the Cambridge and Coon Rapids Campuses. The Dean is also responsible for program review, assessment of student learning outcomes, and other activities that promote institutional effectiveness and student success. Additional responsibilities include, but not limited to: leadership for faculty, strategic planning, implementing the faculty evaluation process, and providing overall college-wide leadership.
- MINIMUM QUALIFICATIONS: Master's degree in a STEM related field plus 3-5 years experience in a leadership role and/or administrative experience.
- PREFERRED QUALIFICATIONS: Broad administrative experience preferably in a multi-campus community college and teaching experience in higher education. Expertise in S.T.E.M. or related area, and grant writing.

The applicant should demonstrate knowledge of diverse cultures and populations. Successful candidates will possess and demonstrate the necessary skills and commitment that support one or more of the college's strategic objectives. See

http://www.anokaramsey.edu/strategic_planning/index.cfm

NOTICE: *In accordance with the Minnesota State Colleges & Universities (MnSCU) Vehicle Fleet Safety Program, employees driving on college/university business, whether using a rental or state vehicle, shall be required to conform to MnSCU's vehicle use criteria and consent to a Motor Vehicle Records check.*

GENERAL INFORMATION: Anoka-Ramsey Community College, with campuses in Coon Rapids and Cambridge, has been a leading provider of higher education and training in the north suburban area of Minneapolis/St. Paul and East Central Minnesota since 1965. Annually, the college serves more than 10,000 credit learners of all ages as they pursue associate degrees that transfer as the first two years of a bachelor's degree, or certificate programs that lead immediately to rewarding careers. Excellent salary and fringe benefits. Anoka-Ramsey Community College is a member of the Minnesota State Colleges & Universities System.

APPLICATION To apply please fill out the Anoka Ramsey Community College on line application form and upload the following documents: letter of application, current resume, unofficial/official college transcripts at <http://appgo1.outtech.com/hr/anokaramsey.jsp>

Please note: paper applications will not be accepted.

All application materials must be received in the ARCC Human Resources Office by the published deadline.

INTERVIEWS: Interviews will be scheduled by the college after the initial screening of applications. Travel expenses are to be paid by the candidate.

It is Anoka-Ramsey Community College policy to insure that the selection process for this position is accessible to all candidates. Please contact the Human Resources Office, (763) 433-1160, to obtain these materials in an alternative media and/or to request a reasonable accommodation during the selection process.

Anoka-Ramsey Community College is an equal opportunity institution and employer.



11200 Mississippi Blvd. NW
Coon Rapids, MN 55433
An Equal Opportunity Institution