

## **Interim Dean of Graduate School and Interim Vice Provost for Graduate Affairs**

### **The Opportunity**

The University seeks an accomplished scholar-leader to serve as Interim Dean of Graduate School and Interim Vice Provost for Graduate Affairs. Reporting to the Provost, this role provides strategic leadership for graduate and postdoctoral education in support of the institution's research and academic mission.

The Interim Dean/Vice Provost will work collaboratively with academic leaders to strengthen graduate education, to increase graduate student recruitment and retention, enhance graduate student success, and position the university competitively within the national research landscape.

### **Scope of Leadership**

The Interim Dean/Vice Provost oversees:

- Graduate admission policies, standards, processes and admission platforms
- Graduate academic policies and standards
- Graduate student support services
- Graduate funding frameworks and assistantships
- Graduate program quality and review
- Ensuring alignment of new program proposals with University Strategic Plan
- Professional, career development, and co-curricular programs
- Graduate student success and time-to-degree initiatives

The role collaborates closely with research leadership, deans, and enrollment management to align graduate education with institutional research goals.

### **Key Responsibilities**

- Develop and advance a strategic vision for graduate education.
- Strengthen graduate student support structures and funding models.
- Lead initiatives aimed at improving graduate retention and completion.
- Support graduate program innovation and academic quality.
- Partner with colleges to enhance competitiveness and rigor of graduate programs, and to develop enrollment management plans, recruitment plans, and communication plans.
- Provide academic oversight for the Graduate Interdisciplinary Studies masters and doctoral program tracks
- Advocate for graduate students at the institutional level.

- Serve as advisor to the Graduate Student Council
- Oversee administration of the Graduate Council
- Represent graduate education in external partnerships and national networks.

### **Required Qualifications**

- Terminal degree and record of scholarship qualifying for full professor rank.
- Significant leadership experience in graduate education and academic administration.
- Demonstrated understanding of research-intensive graduate environments
- Experience working across disciplines and academic units.

### **Preferred Qualifications**

- Leadership experience at an R1 institution.
- Experience overseeing graduate assistantship funding
- Record of successful graduate policy or program innovation.
- Experience with mentoring masters- and/or doctoral-level graduate students

### **Leadership Competencies**

- Strategic leadership aligned with research priorities.
- Collaborative and inclusive leadership approach.
- Policy development and organizational strategy expertise.
- Ability to balance academic excellence with student support.
- Understanding of interdisciplinarity and its importance to graduate research and learning
- Experience with management of professional staff in a complex office environment

### **First-Year Priorities**

- Ensure that graduate student funding and support structures are aligned with unit and university strategic priorities.
- Evaluate outcomes from the Graduate Student Success Summit and implement initiatives that promote student retention, success, and training.
- Strengthen coordination among graduate programs and central administration.