

From: Vice Chancellor and Dean Claudia Mitchell-Kernan
Sent: Monday, April 02, 2007 5:30 PM
Subject: Associate Dean Positon - Graduate Division

UCLA *Graduate Division*

Office of the Vice Chancellor & Dean

ANNOUNCEMENT ASSOCIATE DEAN POSITION – GRADUATE DIVISION

The Graduate Division invites nominations and applications for an Associate Dean Position, effective Summer 2007. Applicants and nominees must currently hold tenured UCLA faculty positions. The Associate Dean serves a renewable five -year term at 50% time appointment, with summer differential and stipend.

The basic mission of the Graduate Division is to provide oversight and central administrative services, which help sustain and improve the quality of graduate education at UCLA. Please visit our website for more information at <http://www.gdnet.ucla.edu>.

The Associate Deans are an integral part of the Division's leadership responsible for oversight and administration of graduate education at UCLA, working closely with the Vice Chancellor/Dean, Assistant Vice Chancellor and Graduate Division Assistant Deans, Directors and staff. The Associate Deans assume primary responsibility for policy interpretation, policy exceptions and dispute resolution in matters of graduate student welfare and graduate academic affairs.

A major responsibility of this Associate Dean position will be the development of professional programs directed at supporting UCLA's Postdoctoral Fellows. Experience in this area would be especially valuable. The ability to work collegially on complex issues and be an effective spokesperson and advocate for graduate education issues is particularly important.

Faculty applying for the Associate Dean position should submit a copy of their curriculum vita with cover letter summarizing relevant professional experience and interests, prior to May 7th, 2007. Nominations, applications or inquiries can be sent by regular or e-mail and should be directed to:

Claudia Mitchell-Kernan
Vice Chancellor, Graduate Studies and Dean, Graduate Division
1237 Murphy Hall
cmkernan@gdnet.ucla.edu.

Sincerely,

Claudia Mitchell-Kernan
Vice Chancellor Graduate Studies
Dean, Graduate Division