

University of Houston-Downtown

Dean of the College of Public Service

The University of Houston-Downtown invites nominations, expressions of interest, and applications for the position of Dean of the College of Public Service.

About the University of Houston-Downtown

The University of Houston-Downtown (UHD)—the second largest university in Houston—has served the educational needs of the nation’s fourth-largest city since 1974.

As one of four distinct public universities in the University of Houston System, UHD is a comprehensive four-year university led by Dr. Juan Sánchez Muñoz. Annually, UHD educates more than 14,000 students; boasts over 50,000 alumni and offers 44 bachelor’s and eight master’s degree programs within five colleges.

UHD has the most affordable tuition among four-year universities in Houston. It also is ranked among 15 U.S. universities with lowest net price to students (according to the U.S. Department of Education). The University is noted nationally as both a Hispanic-Serving Institution and a Minority-Serving Institution. For more on the University of Houston-Downtown, visit www.uhd.edu.

The College

The College of Public Service is a community-based center for higher learning dedicated to preparing a diverse student body to enter professional careers in criminal justice, social work and education. The College houses two departments—Urban Education and Criminal Justice/Social Work. There are six undergraduate programs and three master’s programs.

The College’s enrollment consists of approximately 2,008 undergraduate and graduate students. The College faculty is comprised of 41 tenured/tenured-track faculty, 9 full-time, non-tenured-track faculty and 43 staff. The College of Public Service strives to engage in dynamic research and service activities that will improve the quality of our communities, area schools and justice institutions, and instill scholarship integrity and responsibility in tomorrow’s leaders. Consistent with this commitment, the College has two centers— the Center for Public Service and Community Research and the Criminal Justice Training Center.

The Position

The Dean of Public Service (Dean) provides visionary and strategic leadership and has responsibility for all administration and management of the College and its faculty. The Dean is the principal representative internally and externally for the College with responsibility for continually enhancing the College’s profile, resource streams and connection with alumni and the community.

Primary responsibilities for the Dean include, in consultation with the faculty, building and maintaining the quality of the academic programs, building and supporting faculty teaching and scholarship, maintaining accreditation, strengthening relationships with the community, and fundraising. The Dean also has financial and enrollment responsibilities and oversees its annual operating budget of \$9 million.

Required Qualifications and Desired Attributes

The Dean serves as the chief academic and administrative leader for the College and serves on the Provost's leadership team and dean's council. The Dean is responsible for establishing a shared vision that promotes the College of Public Service consistent with the mission of the University of Houston-Downtown and its strategic plan; implementing a clear and concise strategic plan to advance that vision; creating collaboration with Greater Houston Area public and community based agencies; and providing student success leadership through supervision of current operations, assessment of processes and data-based revisions of academic advising, student retention and mentoring efforts.

The most qualified candidate will have:

- An earned doctorate from a regionally accredited institution in a field or disciplines housed within the College of Public Service.
- A minimum of five (5) years of administrative experience at the chair level or above with responsibility for budgets, personnel decisions, and decisions for promotion and tenure.
- Established record of teaching, scholarship, and service that qualifies the candidate for a senior faculty appointment in one of the College's disciplines.
- Full-time teaching experience at the university level.
- Administrative experience with accreditation standards and processes.
- Evidence of past effectiveness in responding to the educational needs of an urban, multicultural population.

For a complete list of requirements, please review the position profile at:

<https://www.storbeckpimentel.com/pd/UHDDPS.pdf>

Application / Nomination Process

The Search Committee will begin reviewing applications immediately and will continue to accept applications and nominations until the position is filled. Applicants must submit a letter of interest and a detailed resume listing qualifications and experience. Submission of materials via e-mail is strongly encouraged. Nomination letters should include the name, position, address, and telephone number of the nominee. All nominations and applications will be handled in confidence. Applications and letters of nomination should be submitted to:

Alberto Pimentel, Managing Partner or

Emy Peña, Partner

Storbeck/Pimentel & Associates

Email: apsearch@storbeckpimentel.com

Refer to "UHD DPS" in subject line

The University of Houston-Downtown is an Equal Opportunity/Affirmative Action institution.

Minorities, women, veterans and persons with disabilities are encouraged to apply.

Additionally, the University prohibits discrimination in employment on the basis of sexual orientation, gender identity or gender expression.