Notice of Vacancy

Vacancy # 1340X

Position:
Interim Dean of Humanities and Social Sciences
Internal Candidates Only
12 month position
Pending Funding

Date of Appointment:
June 1, 2013 - One Year Interim

Qualifications and Experience:
Required:
• An earned doctorate
• A record of successful college/university teaching
• A record of and commitment to scholarly achievement
• Demonstrated skills in interpersonal relations, conflict management, oral and written communication, and analytical processes
• Demonstrated skills in decision making and commitment to collaborative decision making
• Demonstrated commitment, support and enhancement of diversity in faculty, staff, and students

Preferred:
• Evidence of familiarity with or preparation in the humanities and/or social sciences
• Evidence of knowledge of or commitment to interdisciplinary scholarship and programs
• Demonstrated support of and commitment to alternative methods of curriculum delivery
• Evidence of involvement in community or region
• Evidence of familiarity with collective bargaining agreements

Responsibilities:
• Serves on the Academic Affairs Council and reports to the Provost and Academic Vice-President.
• Major responsibility for evaluation of faculty and for budget development/implementation.
• Provides academic leadership and coordination for the College of Humanities and Social Sciences.

Application Information and Deadline:
Applications must include a letter of interest addressing the applicant's qualifications and experience, resume, and names of three references (including current address, e-mail address, and daytime telephone numbers). Letters of reference may be solicited during the search process. Screening will begin on May 3, 2013.

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

The successful candidate must provide official transcripts of all academic work completed and, under U.S. Citizenship and Immigration Services regulations, be able to accept work in the U.S. by the day employment begins.

Apply To:
Dr. Marsha Weber, Chair Interim Dean of the College of Humanities and Social Sciences Search Committee, Minnesota State University Moorhead, 1104 7th Ave. S., Moorhead, MN 56563; Phone: 218-477-2076; Fax: 218-477-4076; Email: marsha.weber@mnstate.edu
Web site: www.mnstate.edu/vacancy/unclassified.htm

Minnesota State University Moorhead is committed to diversity in its programs and activities, and actively seeks to hire persons who share in that commitment.

Persons writing letters of reference should be advised of Minnesota's open records law, which allows for letters to be available to applicants upon request.

Minnesota State University Moorhead is an equal opportunity educator and employer and is a member of the Minnesota State Colleges and Universities System. This information will be made available in alternate format upon request by contacting Disability Services at 218.477.4318 (voice) or 1.800.627.3529 (MRS/TTY). 2011
**VACANCY NOTICE**

**THE UNIVERSITY**

Our mission: “We are a caring community promising all students the opportunity to discover their passions, the rigor to develop intellectually and the versatility to shape a changing world.”

Established in 1887, Minnesota State University Moorhead’s 119-acre campus is located in Moorhead, Minnesota, in the heart of the Red River Valley.

MSU Moorhead offers 76 undergraduate majors with 172 different emphases and options, 9 pre-professional studies programs, 10 graduate degree programs, and 11 graduate certificate programs. Included in our majors are 19 areas of teacher education. Moorhead is adjacent Fargo, North Dakota.

MSUM enrolls approximately 7,500 students from 37 states and 56 countries. In addition, MSUM is part of the Tri-College University, an educational consortium that includes Concordia College, a private college in Moorhead, and North Dakota State University in Fargo, North Dakota.

To learn more about MSU Moorhead, please visit www.mnstate.edu

**THE COMMUNITY**

Moorhead, Min., and Fargo, N.D., are central to a thriving regional center with a population of 266,661 and growing for the Metropolitan Statistical Area (2009 Estimates from the U.S. Census Bureau). Minnesota ranks 7th and North Dakota ranks 1st on Labor Force Participation Rate (2008). Fargo-Moorhead Average Travel Time to Work is 14.7 minutes. Higher education is a major community enterprise, with more than 26,000 students contributing to an atmosphere rich in arts, culture, sports and social activities. The cities enjoy a major concert venue; university, independent and community theatres; symphony orchestra; jazz concerts; annual film festival; civic opera; art galleries and museums; and numerous family attractions and events.

Moorhead public schools serve 5,739 students in an area recognized for superior student academic achievement and far-reaching extracurricular activities. Moorhead schools are all new or totally remodeled. For the past 15 years, Fargo public schools have earned the What Parents Want Award from SchoolMatch. Fargo schools ranked in the top 16 percent in the nation (Gold Medal) in a 2006 report published by Expansion Management magazine. Fargo-Moorhead was named the third best place in the nation to raise kids by Children’s Health magazine in 2009.

Hector International Airport is served by Allegiant Air, American Eagle, Delta Air Lines and United Express and provides non-stop jet service to/from Chicago, Denver, Las Vegas, Los Angeles, Minneapolis, Orlando-Sanford, Phoenix-Mesa and Salt Lake City.

The Fargo-Moorhead community is ranked among the best places in the country to live, work, attend school and conduct business. Recent community accolades:

- Named a Top 10 College Town (Livability, August 2011)
- Ranked #6 on list of 10 real estate markets to watch through 2011 (Inman News, August 2011)
- 3rd lowest jobless rate in the U.S. (Labor Department, August 2011)
- Healthiest housing markets: MN-#2, ND-#1 (CNBC, April 2011)
- Minnesota is among the 10 Best States to Make a Living (Money Reports, April 2011)
- ND & MN ranked in the Top 10 for Well-being (Gallup-Healthways Well-Being Index, March 2011)
- Named Best Cities for active retirement (Forbes.com, February 2011)
- Ranked #2 among the healthiest cities in America (Men’s Health & Women’s Health, December 2010)
- Ranked 15th Best College Town in America (American Institute for Economic Research, College Destinations Index, 2009-10)
- Named America’s Cleanest City (American Lung Association’s State of the Air: April 2010 report)
- Named 9th Best Small Metro in Best Places for Business and Careers (Forbes annual ranking, April 2010)
- Named one of the most bike-friendly metros in the U.S. (Bicycling Magazine’s Top 50 Communities, April 2010)
- Named 3rd Best Small Metro Area for Small Business Start Ups (CNNMoney.com, October 2009)

**NINE-MONTH FACULTY APPOINTMENTS**

Along with all other Universities that are part of the Minnesota State Colleges and Universities System, standard faculty appointments are for 168 duty days distributed over any nine consecutive months. The nine months need not align with the traditional academic year and may be changed every two years. Initial faculty appointments at MSU Moorhead are expected to be similar to or the same as the academic year unless otherwise indicated on the vacancy notice.

**NONDISCRIMINATION**

Minnesota State University Moorhead is committed to a policy of nondiscrimination in employment and education opportunity. No person shall be discriminated against in the terms and conditions of employment, personnel practices, or access to and participation in, programs, services, and activities with regard to race, sex, color, creed, religion, age, national origin, disability, marital status, status with regard to public assistance, or sexual orientation. In addition, discrimination in employment based on membership or activity in a local commission as defined by the law is prohibited. Inquiries regarding compliance should be referred to the Affirmative Action Office, CMU 114, 218.477.2721 (Voice).

**REQUEST FOR REASONABLE ACCOMMODATION**

It is the policy of Minnesota State Colleges and Universities to provide reasonable accommodations to job applicants with disabilities when such accommodations are directly related to competing for a job on an equal basis.

Applicants having special needs which require accommodation should contact the Human Resources Director, Owens 214, Minnesota State University Moorhead, Moorhead, Minnesota 56563, 218.477.2157 (Voice). For TTY communications, contact the Minnesota Relay Service at 1.800.627.3529.

**AVAILABILITY OF MINNESOTA STATE UNIVERSITY MOORHEAD ANNUAL CRIME REPORT**

Minnesota State University Moorhead Annual Security Report is directly available at: http://www.mnstate.edu/security/annualcrime.cfm or through our website at: http://www.mnstate.edu/security. All prospective students, employees, and visitors are encouraged to familiarize themselves with the information and policies contained in the report.

The report contains statistics for the previous three years concerning reported crimes that occurred on campus: in certain off-campus buildings or property owned or controlled by Minnesota State University Moorhead; and on public property within, or immediately adjacent to and accessible from, the campus. The report also includes institutional policies concerning campus security, such as policies concerning sexual assault, and other matters. You can obtain a free copy of this report by contacting the Department of Public Safety at 218.477.2449 or at greg.lemke@mnstate.edu.