

Position Description
Internal Search
College of Arts and Sciences
Associate Dean for Research and Facilities

The College of Arts and Sciences seeks nominations and applications for the full-time position of Associate Dean for Research and Facilities. As a member of the Dean's cabinet, the Associate Dean for Research and Facilities will work with the Dean, the other Associate Deans, and the College office Directors on all issues related to College governance and administration, including: faculty hiring and development; tenure and promotion deliberations; research support; and budget-related issues.

The Knoxville campus of the University of Tennessee is seeking candidates who have the ability to contribute in meaningful ways to the diversity and intercultural goals of the University. The College is seeking candidates who have the ability and desire to advance the University and College goals of increasing the quality and quantity of research, scholarship, and creative achievement. The specific duties for which the Associate Dean for Research and Facilities will have primary responsibility include:

- (1) oversight of College-level efforts associated with attainment of the goals set forth in the College's Strategic Plan (<http://artsci.utk.edu/wp-content/uploads/2017/11/CAS-Strategic-Plan-2017.pdf>) that affect research and facilities in the College.
- (2) overseeing allocation of financial support from the college for faculty research, particularly travel, equipment, and start-up funds.
- (3) serving as the College office's primary liaison to the Office of Research and Engagement, including serving on standing and ad hoc committees ranging from internal funding competitions to research compliance.
- (4) evaluating and approving budgets for grant proposals.
- (5) serving as a College representative on campus-wide committees that address use of space, and working with department heads and directors on the allocation of office and research space for all college personnel.
- (6) serving as the College office's primary liaison to Facilities Services to discuss progress on renovations and repairs, as well as collaborate on all stages of major construction projects involving the College.

Applicants must have a Ph.D. or the terminal degree in their discipline, and must be at the rank of full professor at UT with a minimum of five years experience as a faculty member in one of the units comprising the College of Arts and Sciences at the time of appointment. Applicants must demonstrate an understanding of and commitment to equal employment opportunity and affirmative action. Previous academic leadership experience at UT (e.g., head or associate head, chair of university level committees, etc.), experience as a principal investigator on one or more competitive awards from a major funding agency, and/or service as a panelist with at least one major funding agency are preferred qualifications.

The successful candidate may be appointed part-time, beginning January 1, 2019, to work with the outgoing Associate Dean for Research and Facilities to become familiar with the responsibilities of the position. The candidate will be appointed 100 percent time to this twelve-month appointment beginning August 1, 2019. Interested faculty from any area within the College of Arts and Sciences are encouraged to apply.

Candidates should submit a current résumé, cover letter (with vision statement), and names of three references to Marla Roberts, Administrative Coordinator to the Associate Dean for Academic Personnel of the College of Arts & Sciences. Electronic submission is preferred and can be sent to Marla Roberts at mrober56@utk.edu. Consideration of applicants will begin October 22, 2018, and will continue until the position is filled.

The University of Tennessee is an EEO/AA/Title VI/Title IX/Section 504/ADA/ADEA institution in the provision of its education and employment programs and services. All qualified applicants will receive equal consideration for employment and admission without regard to race, color, national origin, religion, sex, pregnancy, marital status, sexual orientation, gender identity, age, physical or mental disability, genetic information, veteran status, and parental status.