

Date Posted: 02/04/13

**University of Houston
Graduate College of Social Work**

JOB OPPORTUNITY POSTING

Job Title: Associate Dean

Employer/Agency: Touro College

Job Description: The Associate Dean has general oversight for the development and implementation of the MSW curriculum, and works closely with the Dean to hire, mentor and retain full-time faculty and adjunct faculty. The Associate Dean is responsible for leadership and management of the day-to-day operations of the School's academic program, and has primary responsibility for faculty development and work-load assignments. The Associate Dean provides leadership and direction for the social work academic accreditation and reaffirmation process of the Council on Social Work Education (CSWE).

Qualifications: Master's degree in Social Work and a Doctorate in Social Work or a related discipline. At least 5-7 years of academic administrative experience in graduate social work education. Success in externally funded training and/or research program. Successful external grant acquisition. Scholarly record appropriate for the rank of Associate or Full Professor. Distinguished record of Graduate School of Social Work teaching. Experience and thorough knowledge of Council on Social Work Education's Education Policy and Accreditation Standards. Experience as a Council on Social Work Education Site Visitor on CSWE accreditation and reaffirmation. Participation in CSWE activities, commissions and programs. 20 or more publications in peer-reviewed journals. Knowledge of and experience working with our urban target populations.

Skills
Knowledge of social work education at the MSW and doctoral level. Ability to multi-task and prioritize work. Excellent inter-personal skills. Effective written and verbal communication skills. Ability to conceptualize complex issues and be a problem solver. A team player who can coordinate a diverse faculty, gets along with colleagues and senior administrators, supervises up, and has a sense of humor and warmth. Social action orientation.

Computer Skills
Proficiency in Microsoft Office Suite including Word, Excel, Power Point, Outlook. Knowledge of social media.

Salary/Hours: DOE

Employer/Agency: Touro College Graduate School of Social Work

Address:

City, State, Zip: New York, NY

Application Method: Please send a letter of interest, curriculum vitae and two references to: annalene.antonio@touro.edu. The subject line of your email should read: "Associate Dean of the Graduate School of Social Work"

Opening Date: July 2013

If your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@CENTRAL.uh.edu with the hiring details of your new job opportunity. Thank you