



Kansas State University College of Agriculture Assistant Dean

The Academic Programs Office in the College of Agriculture is seeking to fill a full-time assistant dean position with responsibilities that include the development and coordination of student recruitment strategy and activities and providing leadership to the college marketing efforts, coordinating new student orientation and enrollment, teaching general agriculture courses and courses related to the Honors and Scholars programs, coordinating community college transfer course evaluation, managing the reinstatement process and Academic Standards committee, advising Ag Ambassadors, coordinating the Ag Alumni Ag Backers program, advising general agriculture students, helping to create an environment that fosters diversity and inclusiveness in the college and assisting with College of Agriculture Academic Program activities. The individual must possess B.S. and M.S. degrees with at least one degree in an agricultural field, excellent written and verbal communication skills, the ability to multi-task, a minimum of two years of successful experience in providing college student services, proven record in student recruitment activities, a team attitude, a commitment to enhancing the diversity of the college, the ability to work in a multi-cultural environment, and commitment to the mission and goals of the College of Agriculture.

Candidates should provide letter of application, a current resume or vita, and the contact information for three work-related references. Review of applications will begin February 22, 2010 and will continue until a successful candidate is identified. Anticipated starting date is June 1, 2010.

Applications should be sent electronically to Monica Cohen at mcohen@ksu.edu.

Kansas State University is an equal opportunity/affirmative action employer and actively seeks diversity among its employees. Background check required.