Position Announcement

University of Massachusetts Amherst
Dean of Students

The University of Massachusetts Amherst (UMass) is a public research and land-grant university in Amherst, Massachusetts, and the flagship of the University of Massachusetts system. With 1,300 faculty members and more than 30,000 students, UMass Amherst is the largest public university in New England and is ranked among the top 30 public universities in the nation. The campus, located on nearly 1,450 acres in the scenic Pioneer Valley in Western Massachusetts, 90 miles from Boston and 175 miles from New York City, provides a rich cultural environment in a rural setting close to major urban centers.

The Position
Reporting to the Vice Chancellor for Student Affairs and Campus Life (SACL), the Dean of Students serves as the lead administrator for all matters related to student conduct, crisis management, and adherence to federal and related compliance requirements. Primary attention will be given to integrating living-learning environments with division and campus initiatives supporting the student experience, and promoting student success and an inclusive campus climate. Fundamental to these efforts will be ensuring program collaboration among and across department, division and campus units; the administration of the Code of Student Conduct; effective and consistent crisis response and management; adherence to related compliance requirements; and responding to student issues and concerns related to campus climate and student success. Additional areas of oversight responsibility include residence education, and the off-campus, non-traditional and graduate student experience. Success in this role will depend greatly upon a commitment to equity, diversity, inclusion, and community-based restorative justice; embracing and advancing concepts of shared governance; and building and sustaining positive and effective working relationships with colleagues, students, and the local community. The Dean serves as a member of the SACL senior leadership team and reports directly to the Vice Chancellor. Primary areas of responsibility include providing strategic direction for living-learning initiatives; overseeing all aspects of student conduct including reviewing, implementing, administering, and evaluating the Code of Student Conduct and all related materials, procedures and educational efforts; and serving as lead SACL compliance officer in matters related to federal and related mandated compliance requirements. Includes Title IX, Title VI, Clery Act, FERPA, HIPAA, ADA, Drug-Free Schools and Communities Act, and other mandates, coupled with corresponding response, reporting, training, and related requirements. Serves as primary SACL liaison to the Office of Civil Rights (OCR) and other entities as circumstances warrant; leads Student Affairs and Campus Life (SACL) crisis response and related management efforts including oversight of SACL on-call system and managing logistical needs during crises; ensures timely and effective response to student success, support and care issues, and case management. Includes oversight of the Student Legal Services Office; assists students in navigating university administrative systems; manages a student emergency loan fund; and supports students experiencing hardship (e.g., housing, food deficit, economic distress). Serves as convener of the Assessment Care Team (ACT); ensures students engage in a broad and diverse range of opportunities that respond effectively to University and SACL priorities, goals and objectives for student success; actively develops and maintains positive working relationships (as Dean and for DOSO) with students; aligns DOSO with other University programs (e.g., Athletics Department, Alumni Association) and with the local community, including working with student advisory groups; supports shared governance structures; consults with students about issues and decisions that impact them; and enhances Town/Gown relationships by connecting with local officials and citizens on issues of mutual interest or concern. Serves on a variety of committees and task forces, and performs
related duties as assigned or required to meet University, executive area (SACL), and department obligations, goals, and objectives.

**Qualifications**
An earned doctorate or terminal degree in Higher Education Administration, Law, Sociology, or related field; seven years of progressive and increasing responsibilities for developing and leading programs within student affairs on a college campus; advanced knowledge and skills related to student conduct administration, risk management, crisis management, and related compliance requirements; contemporary understanding of and commitment to equity, diversity, inclusion, and community-based restorative justice; and superior communications skills including demonstrated skills as effective presenter/facilitator are required. Previous work experience in a complex student affairs unit(s) on residential campus (e.g., dean of students office, residential life, student activities, etc.); and experience working with campus-based shared governance and significant union representation are preferred qualifications.

**Application and Nomination**
Review of applications will begin immediately and will continue until the position is filled. A resume with an accompanying cover letter may be submitted via the Spelman Johnson website at [www.spelmanandjohnson.com/open-positions](http://www.spelmanandjohnson.com/open-positions). Nominations for this position may be emailed to Jennifer N. Hiatt at jnh@sjgsearch.com. Applicants needing reasonable accommodation to participate in the application process should contact Spelman Johnson at 413-529-2895.

**Spelman Johnson**
University of Massachusetts, Amherst – Dean of Students
Jennifer N. Hiatt, Search Associate

**Visit the UMass Amherst website at umass.edu**

_The University of Massachusetts Amherst is an Affirmative Action/Equal Opportunity Employer of women, minorities, protected veterans, and individuals with disabilities and encourages applications from these and other protected group members._