

Virginia Union University

Vice President/Dean of the Samuel DeWitt Proctor School of Theology

Vacancy Announcement

The Office of the University President is seeking a Vice President/Dean for the Samuel DeWitt Proctor Graduate School of Theology at Virginia Union University located in Richmond, Virginia. The Samuel DeWitt Proctor Graduate School of Theology at Virginia Union University (STVU) is a historically African American institution that, in partnership with the church and community, endeavors to equip students for service within diverse, social contexts through a curriculum that emphasizes academic excellence, spiritual transformation, and faithful service in the church and world. The over 380 School of Theology students represent several states, come from a variety of personal and professional backgrounds, and come to the School with individual ideas, but a common quest—to answer their call to Christian ministry. The University seeks to fill this position and have the successful candidate in place no later than July 2017.

Job Summary:

The Vice President/Dean of the School of Theology is the chief administrative and academic officer of the School of Theology and reports to the President on all matters relating to the operation of the School. The VP/Dean will be a dynamic and passionate leader who has a strong balance of academic and administrative excellence. The VP/Dean will be recognized as a theological leader within the theological community and the nation. The position will lead the theological faculty in improving the education standards in scholarship, service programs, instructional design, and resource development. The position will promote community engagement and will demonstrate the practice of faith integration in student advising, scholarly pursuits, activities, and outreach.

Responsibilities:

The VP/Dean is responsible for:

- Articulating and supporting the University's vision, mission, and values and overall operations with internal and external stakeholders,
- Building alliances in the Community of very diverse populations,
- Classroom instructions at the Associate or full Professor status,
- Providing strong and effective leadership with the ability to be known as the leading voice for theological and biblical topics,
- Working closely with the University President and continuing to build a nationally recognized School that exceeds accreditation standards,
- Generating resources for the University including both public funding and private fundraising and connecting these resources to the mission of the School of Theology,
- Fearlessly and effectively speaking in support of theology, biblical interpretation, culture, etc. to varied audiences,
- The dean will set the tone and example for faculty and students by demonstrating excellence in instruction, inclusiveness and by inspiring faculty and students to outstanding academic achievement.
- Setting the tone and expectations for faculty and students by demonstrating excellence and team building,

- Assessing faculty performance with relevant criteria and assisting theology faculty in their academic development,
- Developing, managing, and administering budgets and fundraising initiatives for the School according to University guidelines,
- Supervising the development, planning, implementation, administration, and continuous improvement of all academic curricula and programs, support services and administrative functions of the School, including operating policies and procedures and student recruitment and retention,
- Perform all other duties assigned by the President.

Qualifications Preferred

Education and Experience

- An earned doctorate from an accredited college or university, preferable in theology, biblical studies or other appropriate terminal degree
- Experience in providing classroom instructions at the Associate or full Professor status,
- Outstanding track record of generating resources for the University,
- Ten or more years of progressively responsible leadership experience at a Christian university,
- An outstanding scholar with a proved record in scholarship in various aspects of inquiry,,
- A proven track record of teaching excellence, a person of humility, and sterling character
- Strong communication skills in both interpersonal and public settings,
- Proven track record of working effectively with diverse populations and demonstrable intercultural competence,
- Excellent financial management skills,
- Possess good background in program development, implementation and evaluation,
- Influence to attract nationally recognized faculty and speakers,
- Successful fundraising and resource development experience,
- Ability to develop new relationships and partnerships and nurture present ones that support the School's vision, mission, and goals,
- Strong computer literacy and experience with Microsoft Office

Application Process:

Review of candidate materials will begin immediately and continue until the position is filled. The application package should include a resume and a letter of interest curriculum vita, a copy of graduate transcripts, lists of publications, and three current letters of recommendation, and should be directed to: Virginia Union University, Human Resources Office, 1500 N. Lombardy St., Richmond, VA 23220. Applications may also be submitted to Resumes@vuu.edu. Any questions may be directed to the Office of Human Resources at 804.257-5841.

The selected candidate may be required to submit to a background investigation. VUU is an Equal Opportunity, Affirmative-Action Institution committed to cultural, racial, and ethnic communities and compliance with the Americans with Disabilities Act.