



Associate Dean, Engagement & Development, College of Nursing

UPDATED PROFILE - Position Profile date: October 10, 2023

The University of Saskatchewan's vision is to be an outstanding institution of research, learning, knowledge-keeping, reconciliation, and inclusion with and by Indigenous peoples and global (provincial, national and international) communities. The Associate Dean, Engagement & Development will be an active leader in the growth of a more equitable, diverse and inclusive campus and College of Nursing communities and in advancing the university's Indigenous and globalization strategies.

Our main campus is situated on Treaty 6 Territory and the Homeland of the Metis. We pay our respects to the First Nations and Metis ancestors of this place and reaffirm our relationship with one another. Together, we are uplifting Indigenization to a place of prominence at the University of Saskatchewan.

Furthermore, the College of Nursing is committed to enhancing Indigenization, globalization and achieving equity, diversity, and inclusion. We seek to expand our understanding and practice of Indigenous ways throughout the program and develop strategies to support our Indigenous and diverse faculty, staff, and students.

Primary Purpose

The Associate Dean, Engagement & Development is a member of the Dean's Executive within the College of Nursing, and a Senior Administrator of the University with responsibility for oversight and direction of the College.

This position reports to the Dean and works collaboratively with other Associate Deans and members of the Dean's Executive, ensuring effective advocacy and support engagement for the College and other stakeholders.

The Associate Dean, Engagement & Development provides leadership to advance and enable successful academic endeavours in the areas of teaching, research and administration, the development and implementation of innovative supports for internal processes, enhanced faculty relations, and improved access to the Dean.

The position supports collegial processes, faculty development, and ensures outcomes are in alignment with the strategic plans of the college. The Associate Dean, Engagement & Development creates opportunities for innovative projects. They will support global partnerships, inclusive of local, national and international, and enhance faculty outreach and engagement.

The Associate Dean, Engagement & Development will be informed in fulfilling the responsibilities of the role by the University and College Mission, Vision, Principles, Values and Strategic Plan.





Nature of the Work

The Associate Dean, Engagement & Development fully participates in the College integrated planning process, may act as the Dean's delegate in the Dean's absence or as necessary, and oversees the day-to-day operational and functioning needs of the College. The position provides leadership to faculty, staff, and students as a member of the College Dean's Executive and works collaboratively with other colleges, administrative units, diverse communities, and stakeholders. The position will promote positive relations while demonstrating a sensitivity to issues around Indigenization, globalization, equity, diversity, and inclusion. The position will work provincially, nationally and internationally to identify and pursue opportunities to support and enhance the long-term growth and success of the College.

The position sits as ex-officio on all college-level committees, represents the College on academic related committees and provides strategic support to the institution (such as participation in university governance and collective bargaining).

The Associate Dean, Engagement & Development functions in a highly demanding environment that requires the foresight to balance a multitude of needs, demands and strategies; constant vigilance for issues and challenges; and prioritization of limited resources. The work is of high volume and is complex, where decisions ranging from mundane to critical are required on a routine basis.

In consultation with the Dean, the Associate Dean, Engagement & Development is responsible for determining the nature and extent of the activities engaged during the appointment.

Accountabilities

Strategic Planning and Resource Management

- Create and lead opportunities to increase Indigenous engagement throughout the college and with partners both internal and external to the campus community through support of the Indigenous strategy.
- Participates in setting the strategic direction for the College, playing a significant role in developing the College's strategic goals and objectives and in the overall management of the College. Leads the development and implementation of a comprehensive and integrated multi-year globalization plan ensuring the plan and initiatives are sustainable and support emerging trends and needs of key stakeholders and the overall goals of the college and university.
- Develops and effectively manages annual budgets in accordance with College and University policies and identifies innovative solutions to resource challenges. Identifies ongoing funding requirements and advises the Dean regarding resource needs to ensure effective and efficient Indigenization, globalization, EDI plans and faculty development programs. Consults and negotiates as required with internal and external stakeholders to ensure long-term growth and sustainability of resources.
- Contributes to creating a collaborative environment within the health sciences and across formal boundaries and cultivates relationships within the university and the broader educational and professional communities and represents the College in and provides leadership to university initiatives.





- Enhances the image and reputation of the College within its discipline advancing its standing within the University and externally at the provincial, national, and international levels.
- Contributes to the College leadership, infrastructure, and human resources to support Indigenous scholarship and initiatives.
- Actively leading the development of globalization, equity, diversity and inclusion multi-year strategic planning for the College.

People and Environment

- Participates and contributes to the collegial processes and services of the institution (e.g., participation in Faculty Council and University Council and Council committees, University Governance, and collective bargaining).
- Interprets and applies collective agreements, labour legislation, and employment law, with respect to the administration, allocation and reallocation of human resources, faculty complement, and other direct reports.
- Ensuring that orientation, mentorship, and support needs of the College are met.
- Ensures positive, equitable, diverse, and inclusive work and learning environments promoting a culture of professionalism, dignity, and respect consistent with College and University core values.
- Works in consultation with the Dean in managing the career development of faculty, assisting with fostering relationships between new faculty and established faculty members, and preparing and mentoring faculty and staff for future key leadership roles.
- Works closely with the Dean to ensure faculty and staff salaries, appointments, promotions, tenure, sabbatical, and other leaves follow proper protocols and are aligned with the College's resources.
- Participates and directs outreach and engagement activities of faculty ensuring partnerships and ongoing collaboration and professional working relationships within the provincial, national and international communities and enhancing the reputation and prestige of the College and the University.
- Provides leadership and mentorship to faculty and the appropriate college-level committees for annual review, salary review, renewal of probation, tenure, promotion, and sabbatical leave applications.
- Mentors faculty and direct reports, ensuring their success by exercising and implementing a full range of managerial responsibilities, ensuring the required level of accountabilities and high standards of performance are met, and where applicable, staff are promoted, supported, and rewarded
- Fosters an environment of innovation, collaboration, knowledge translation and community engagement by faculty, successfully leading and building organizational capacity for change.





Academic Leadership

- Represents the College to ensure that it is recognized and acknowledged provincially, nationally and internationally for its contributions to scholarly and academic outputs.
- Enhances the image and reputation of the College within its discipline advancing its reputation and standing within the University and externally at the provincial, national, and international levels.
- Promotes and models collaboration across formal boundaries and cultivates relationships at all institutional levels supporting strong partnerships with internal and external stakeholders.
- Supports continuous development of strategic partnerships at provincial, national and international levels and actively increases engagement between the College and external communities.
- Adds to the reputation and prestige of the College and the University, owning personal learning and development through individual teaching, research, scholarly and/or artistic contributions.

Risk Management

- Incorporates the identification, assessment, and management of risks into the planning processes and decision-making for the College.
- Ensures high standards of sensitivity, awareness, and compliance with respect to wellness, safety, equity, diversity, and inclusion.
- Ensures communication, education and compliance with university policies, provincial and federal laws and regulations, collective agreements, and ethical and professional standards.
- Ensures accountability and transparency of the College's activities, information, and reports.
- Develops and effectively manages annual budgets in accordance with College and University policies.

Qualifications, Education, and Experience

A relevant PhD in Nursing and/or health-related discipline, a strong scholastic and research record and/or practice of professional skills, proven track record in teaching success and progressive experience in an academic (or related) environment with recent experience at a leadership level are required. Demonstrated success in developing a vision and leading people to achieve exemplary performance and outcomes is essential. Experience building relationships on global levels with many diverse individuals/groups. Experience working with diverse communities and stakeholders in a university setting is required. A proven record of Indigenous engagement activities will be an asset. Must possess knowledge and understanding of issues, including cultural, socio-economic, and other factors affecting Indigenous peoples.

Demonstrated track record of leadership success as a teacher scholar faculty member in a Health Sciences College is an asset.





Competencies

Competencies are the knowledge, skills, and abilities that support our success. Each person brings different combinations of competencies to their position. The competencies below are the desired attributes that support the University of Saskatchewan's Strategic Directions and People Values. All are applicable in varying degrees depending on the expectations of the job.

Engage

Committed to advancing the aspirations of the people of the University, province, and beyond.

Include

Building a welcoming and accessible place where diverse students, faculty, and staff feel a sense of belonging.

Collaborate

Intentionally seeking relationships across teams, disciplines, and capacities to achieve results.

Advocate

Developing and supporting each other, innovative ideas, and Indigenous knowledge in pursuit of the University's strategic priorities.

