



THE UNIVERSITY OF WINNIPEG

Dean of Collegiate

The University of Winnipeg invites applications for the position of Dean of Collegiate. The initial appointment will be for a five-year term starting July 1, 2018 with the possibility of renewal.

The Collegiate at the University of Winnipeg is a funded, independent school offering programs for students in Grades 9 through 12. The Collegiate is embedded within the University of Winnipeg Act as an official High School at the University. The Collegiate tradition is one of academic excellence and accessibility, in an environment of critical thinking and community spirit. Continuing in its worthy traditions, the Collegiate at The University of Winnipeg is committed to offering Grade 9 to Grade 12 students high school programs that provide a transition to post-secondary education. The Collegiate philosophy emphasizes the need for students to become mature individuals within an atmosphere of self-generated discipline, where students can discover freedom, and its complement, responsibility.

To foster our mission, the Collegiate strives to provide an environment of academic freedom, mutual trust, and support, and on-going professional development for Faculty. In a world of continuing change, the Collegiate Faculty strives to engage students in a rigorous curriculum that will prepare and encourage them to pursue a lifelong love of learning. We seek to enable our students to reflect upon moral and ethical issues, and to develop their concern for the welfare of others. The Faculty is committed to providing guidance and structure which results in our students' intellectual, social, and personal development: in short, the education of the total person. We view accessibility as an important goal, compatible with our commitment to academic excellence. We strive to draw forth the best from our students.

Reporting to the Provost and Vice-President, Academic, the Dean provides strategic leadership for the growth and development of the Collegiate at The University of Winnipeg. The Dean's responsibilities include the following:

- Strategic planning and development;
- Representing the interests of the Collegiate and those students, staff, faculty, and departments involved in the Collegiate;
- Human resources and financial management inside the Collegiate;
- Working with other officials within and outside of The University of Winnipeg to facilitate the smooth administrative functioning, growth, delivery, and academic integrity of Collegiate programming;
- Acting as the key public representative and advocate of the Collegiate to the general public; and
- Setting recruitment goals and priorities (Domestic and International).

Current Priorities include:

- The Dean of the Collegiate will be responsible for ensuring that all of the requirements are met as outlined in the Educational Administration Act. The Dean is responsible for meeting all of the statutory, operational and reporting obligations for a Funded Independent School in Manitoba;
- Develop and maintain strong relationships with partners such as the Royal Winnipeg Ballet, Manitoba Education, The Board of Regents and Senate, The University of Winnipeg Senior Executive Group and Deans, UWFA (Collegiate) and AESSES, Collegiate Alumni;
- Develop strategic and innovative plans that are congruent with The University of Winnipeg Strategic Directions, faculty, student and provincial requirements for growth and excellence in domestic and international academic programs;
- Collaborate with the University of Winnipeg Foundation on fundraising initiatives;
- Develop and implement marketing, public relations and communication strategies that build on key University and Collegiate goals and expectations.
- Advocate for the continued growth and development of the Collegiate within the context of the University of Winnipeg and its evolving mandates and community. This includes collaboration with the regular Collegiate program as well as the Model School.
- Provide initiative and leadership in the areas of program development and enhancement to maximize the unique opportunities afforded by offering a High School at University. This includes collaboration with University Departments and the exploration of partnership opportunities with other educational institutions;
- Develop and maintain positive relationships with students, faculty, staff, and the community by demonstrating excellent interpersonal skills in supervision, coaching, and management of human resource and organizational issues; and
- Set and monitor a balanced budget that provides for the staffing, facilities, materials, and support necessary to maintain and enhance excellence in programming.

Key selection criteria for the ideal candidate will include:

- Valid Manitoba Teacher's Certificate (or equivalent);
- Master's Degree in Education or related field;
- Manitoba Certificate in School Leadership would be an asset;
- Broad range of experience and proven administrative capacity;
- Proven track record of working with staff, parents and students in all aspects of school administration and leadership;
- Demonstrated ability to develop and implement policies and programs, in particular relation to academic programming;
- Ability to be innovative, creative and passionate in developing and advocating for new policies, programs and/or modifying existing policies and practices;
- Excellent oral and written communication and presentation skills;
- Demonstrated effectiveness in budget planning and management; and
- Adaptability, flexibility, and a collegial and engaging interpersonal style.

To apply:

Applications may be submitted electronically only, in confidence to Gina Schiak, Human Resources g.schiak@uwinnipeg.ca by March 16, 2018. Applications should include a cover letter, curriculum vitae and the names of three (3) referees. The search committee will begin to review applications once the posting closes and consideration will continue until the position is filled, ideally for July 1, 2018.

The University of Winnipeg is committed to employment equity, welcomes diversity in the workplace, and encourages applications from all qualified individuals including women, members of racialized communities, Indigenous persons, persons with disabilities, and persons of any sexual orientation or gender identity. In accordance with Canadian immigration requirements, first preference must be given to Canadian citizens and permanent residents of Canada