The University of Georgia (UGA) invites applications and nominations for the position of Director of the Louise McBee Institute of Higher Education (Institute). The Institute is an academic unit of the University of Georgia committed to advancing higher education policy, management, and leadership through innovative research, graduate education, and transformative outreach programs. The Institute offers three graduate programs: a Ph.D. program, an Executive Ed.D. program, and an M.Ed. program. Established in 1964, the Institute is noted for its multidisciplinary approach to graduate education and research. The doctoral program has been ranked continuously in the top ten among approximately 110 programs of higher education nationwide (U.S. News and World Report) for nearly two decades.

Job Summary:

The director serves as the chief academic and administrative officer of the Institute with responsibility for all its instructional, research, and outreach programs. The director is expected to provide visionary leadership, foster academic excellence, promote research and innovation, and ensure the overall success and growth of the Institute.

The role of the director is multifaceted and critical to the success and growth of the Institute, as well as the university. The director's dedication to academic excellence, outreach, innovation, and student success significantly contributes to the Institute's impact on the broader postsecondary education landscape.

Reporting directly to the Office of the Senior Vice President for Academic Affairs and Provost, the director serves as a key representative of the Institute. The director is entrusted with building and maintaining strong relationships with various stakeholders, including students, faculty, alumni, UGA leaders, external partners, and other post-secondary leaders.

Key Responsibilities:

Academic Leadership:

- Develop and implement a strategic vision for the Institute in consultation with the faculty and in alignment with the university's mission and goals.
- Promote academic excellence, ensuring the quality and relevance of educational programs, curriculum development, and student learning outcomes.
- Foster a culture of research innovation and rigor to advance the Institute’s learning environment, contribute to knowledge regarding postsecondary education, and to influence higher education policy and practice nationally and internationally.

Faculty and Staff Management:

- Recruit, hire, and retain highly qualified faculty and administrative staff who are committed to the Institute’s mission and academic standards.
- Provide mentorship, professional-development opportunities, and performance evaluations to faculty and staff to enhance their growth and effectiveness.
- Appoint members to serve on internal standing and ad hoc committees, including search and promotion and tenure committees.
• Encourage a collaborative and inclusive work environment.

Student Engagement and Success:
• Advocate for student success and well-being, ensuring access to resources and support services that foster a positive learning experience.
• Monitor and analyze student recruitment, retention, and graduation rates, and implementing strategies to improve student outcomes in partnership with the Institute’s graduate coordinator.

Resource Management:
• Manage operations of the Institute with full authority in financial affairs. Oversee the budgetary planning and allocation of resources to support academic and outreach programs, research initiatives, and other Institute priorities.
• Seek and secure external funding through grants, partnerships, and fundraising efforts to enhance the Institute’s capabilities and facilities.

Partnerships and Collaboration:
• Collaborate with other postsecondary leaders to promote interdisciplinary programs, service initiatives, research projects, and educational opportunities.
• Work with the university administration and external stakeholders to develop strategic partnerships and community-engagement opportunities that advance higher education at the state, national, or international levels.

Public Relations and Advocacy:
• Represent the Institute to the university community, government agencies, donors, alumni, and the public.
• Advocate for the Institute’s interests and contributions to higher education and society.

Required Qualifications:
• Earned doctoral degree or terminal degree in higher education or a related field.
• A demonstrated record of excellence in teaching, research, and service, and to be eligible for appointment as full professor with tenure at time of appointment. To be eligible for tenure on appointment, candidates must have been tenured at a prior institution and bring a demonstrably national reputation to UGA. Please see the Institute's Guidelines for Appointment, Promotion and Tenure for more information including the requirements for the rank of Professor.

Relevant/Preferred Experience:
• A demonstrated track record of academic leadership in a higher-education institution.
• A demonstrated track record of budget management and oversight of resource allocation.

Preferred Knowledge, Skills, Abilities, and/or Competencies:
• Strong communication, interpersonal, and organizational skills.
• Demonstrated ability to develop and execute strategic plans effectively.
• Ability to maintain and build upon the Institute’s values for inclusive excellence.

Since our founding in 1785, the University of Georgia has operated as Georgia’s oldest, most comprehensive, and most diversified institution of higher education (https://www.uga.edu/). The proof is in our more than 235 years of academic and professional achievements and our continual commitment to higher education. UGA is currently ranked among the top 20 public universities in U.S. News & World Report. The university’s main campus is located in Athens, approximately 65 miles northeast of Atlanta, with extended campuses in Atlanta, Griffin, Gwinnett, and Tifton.

UGA employs approximately 3,000 faculty and more than 7,700 full-time staff. The university’s enrollment exceeds 40,000 students including over 30,000 undergraduates and over 10,000 graduate and professional students. Academic programs reside in 18 schools and colleges, as well as a medical partnership with Augusta University housed on the UGA Health Sciences Campus in Athens.

As one of the top public universities in the nation, UGA offers a culture of academic excellence and opportunity made all the richer by our renowned faculty, diverse community of scholar-citizens, and vibrant student life program.

Applications: Applicant screening will begin immediately. Candidates are encouraged to submit their materials by Monday, January 1, 2024; however, screening will continue until the position is filled. The application packet should include a cover letter detailing how the applicant’s credentials and experience meet the needs, responsibilities, and qualifications stated above; a current resume; and contact information for three references (who will not be contacted without further correspondence with the applicant).

All applicants must apply online at https://www.ugajobsearch.com. Please see the job posting at: https://www.ugajobsearch.com/postings/345469

To request a descriptive Opportunity Profile for this position, provide a nomination, or seek additional information, please contact Devin Ballard, Primary Consultant with the UGA Search Group, 706-308-5912 or Michael.Ballard1@uga.edu. Letters of recommendation or a simple nomination should include the name and contact information for the nominee.

The University of Georgia is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, ethnicity, age, genetic information, disability, gender identity, sexual orientation or protected veteran status. Persons needing accommodations or assistance with the accessibility of materials related to this search are encouraged to contact Central HR (hrweb@uga.edu).