Dean of Students Office  
Director, African American Student Affairs  
UA Careers Job Posting: A21028

About the Dean of Students Office:
We empower global citizens who are ready to make a positive impact in the world. We set the standard for a dynamic campus community by creating a caring and inclusive learning environment and providing programs, services and resources that challenge and support the students, parents/families, staff, and faculty of The University of Arizona.

Purpose of Position:
Reporting to the Associate Dean of Students for Inclusion and Multicultural Engagement, the Director supports the University of Arizona’s efforts toward building and sustaining a diverse, inclusive and culturally vibrant campus, which fosters a pluralistic learning environment and a sense of belonging for students, with a particular emphasis on African American students. The Director is a member of the leadership and staff of centers and programs that includes, The Adalberto and Ana Guerrero Student Center, Asian Pacific American Student Affairs, the Common Ground Alliance Program, Lesbian, Gay, Bisexual, Transgender, Queer, and Questioning Student Affairs, Native American Student Affairs, and the Women’s Resource Center.

The Director works in collaboration with the Associate Dean of Students, the staff and leadership of the cultural and resource centers, the Common Ground Alliance intersectional programs, and campus partners to create and advance a strategic vision, and implement services and programs that promote success, inclusion, multicultural engagement, and social justice with a particular emphasis on African American students.

More specifically, the Director is responsible for the design, implementation and assessment of a student center that supports and advances students’ success as learners and leaders. The Director works collaboratively to provide services that are culturally appropriate; that positively impact campus climate for underrepresented and students from marginalized populations, in particular African American students; that facilitates explicit connections between inclusion, success, and social justice; that promotes intersectional work and connections; and that builds healthy communities.

Duties and Responsibilities
- Maintain collaborative relationships with African American Student Affairs staff and partnering departments with the ability to understand and articulate African American student needs and concerns from a perspective that includes intersections of gender, sexual orientation, race, ethnicity and other significant aspects of individual and cultural identity.
Develops strategic partnerships with academic departments, faculty, and Faculty Fellows to continue and develop relevant ways to support student success and achievement as learners. This includes but is not limited to student/faculty interaction, appropriate research projects, programs and services.

Create an environment of collaboration and support for the leadership and members of African American and African Diaspora student clubs and organizations, including providing guidance to new and existing student groups on the development of their organizations.

Work closely with UA Cultural and Resource Centers and Common Ground Alliance leadership to create and support intersectional services and programs.

Participates in outreach to new students at Orientation, Wildcat Welcome, Graduate Student Orientation, and other campus-wide student events.

Hire, train, supervise, and evaluate graduate student staff, and undergraduate student staff as assigned.

Plan, allocate, and monitor overall budget and expenditures for African American Student Affairs.

Participate on the African American Community Council, an organization that consists of members of Arizona’s African American communities as well as work with the UA Black Alumni.

Conduct assessment and evaluation projects grounded upon scholarly research and work to expand critical knowledge on students’ strengths and barriers in higher education.

Additional responsibilities as assigned.

**Minimum Qualifications**

- Master’s degree from an accredited, four year institution of higher education.

- Demonstrated knowledge of student development theory, student success and social justice, and major trends and issues faced by college students from the African Diaspora and other student populations.
- Demonstrated ability to address intersectional identity issues in students, staff, and colleagues.

- At least five years experience working directly with individuals from the African diaspora community in educational settings.

- Five years of progressively responsible administrative experience, including program and service development, implementation, and evaluation.

- Demonstrated ability to foster a collegial and collaborative work environment through effective outreach and partnerships across identity groups, and administrative levels (i.e., peers, faculty, and administration).

- Previous experience in supervising personnel (i.e., professional, graduate assistants, interns, and/or undergraduate students).

- Experience providing appropriate referrals to appropriate campus and community resources.

- Experience in developing, implementing and evaluating campus activity programs.

- Strong organizational skills, time management and the ability to work independently.

- At least two years experience with teaching courses and/or workshop and training facilitation.

- Demonstrated, effective communication skills (written, interpersonal, presentation, and listening) and ability to model and teach these skills to others.

- Demonstrated ability to engender and integrate the values of diversity, inclusion and teamwork across various groups.

- Demonstrated philosophy of critical inquiry and continuous personal improvement.

- Demonstrated proficiency with Microsoft Office (Word, Excel, Publisher, and Power Point), e-mail and the Internet.

**Preferred Qualifications**
- Master’s degree in Higher Education, with a specific focus on African diaspora community and other students from marginalized groups.

- Previous experience working with multiple identity groups (i.e., LGBTQ, gender identity, race and ethnicity, multiracial, disabled, socioeconomic class).

- Previous experience in revenue generation and/or grant writing.

- Previous experience in research focused on African diaspora community students in higher education.

- Previous experience creating and coordinating intercultural communication/intergroup dialogue programming.