Position Announcement
Assistant Vice Chancellor for Student Life & Dean of Students

The Division of Student Life at the University of Tennessee, Knoxville invites applications and nominations for the position of assistant vice chancellor for student life and dean of students (AVC/DOS). Reporting to the vice chancellor for student life, the AVC/DOS serves as member of a stellar and highly engaged Executive Leadership team and is responsible for oversight of five (5) reporting offices: Student Conduct and Community Standards, Student Disability Services, Inclusive Excellence, Outreach Initiatives & Support, and Student Media.

The Position: The AVC/DOS position requires a creative leader who can harness existing momentum, exemplifying our values: leadership & service, inclusion, engagement, and success & well-being. The units that report to the AVC/DOS are focused on three foundations: student advocacy, support, and mattering & belonging. It is critical that the AVC/DOS support the unit to ensure these three tenants contribute to Student Life’s strategic priorities: transformative experiences, culture of inclusivity & care, personal & professional growth and responsible & effective stewardship. The AVC/DOS assumes an advocacy role for students while supporting them through educational, social, cultural and personal development opportunities. The position builds upon existing and creates new collaborative relationships with campus administrative areas, faculty, and campus and community leaders to enhance student's learning, development, and their academic and personal success. The successful candidate is expected to serve on university committees and represent the University as a member of regional and national organizations. The AVC/DOS is accountable for organizational dynamics, budgeting, financial management, staff supervision, and student development as it relates to student learning.

The University and Region: UTK is the state’s flagship, land-grant university. We are a Research 1 university, housing 11 colleges and 900+ programs of study. With an enrollment of 30,000 students, our undergraduate and graduate programs are repeatedly ranked among top national programs. The city of Knoxville is a hidden gem with a beautiful and walkable downtown, a diverse music scene, active neighborhoods, unique restaurants, and a robust offering of outdoor and cultural activities. UTK is located within easy driving distance to Asheville, Nashville, Atlanta, and the Great Smoky Mountains; and a day’s drive to Memphis, Chicago and Washington D.C. Knoxville and the surrounding counties have a statistical area population of over 850,000 people. The Knoxville region houses many leading corporations, including Bush Brothers & Company, Discovery Inc., Tennessee Valley Authority, and Oak Ridge National Laboratory.

What We Require:

Education: This position requires a master’s degree in higher education, college student personnel or related field.

Experience:
- Substantial leadership experience, typically gained by 7 years or more of relevant experience in a college environment.
- Experience in student affairs demonstrating administrative accomplishments in positions of increasing responsibility.
• Experience leading and supervising professional personnel
• Substantial experience advocating and supporting students.
• Experience in budget management.
• Demonstrated commitment to the intellectual, professional, and personal development of a diverse student body.
• History of working collaboratively with diverse constituencies.

Knowledge, Skills, & Abilities:
• Ability to lead a team of seasoned staff in the provision of programs and services.
• Skilled communicator, serving as a representative for the division within the University and in the community at-large.
• Ability to cultivate meaningful relationships with students, faculty, staff and external constituencies.
• Ability to prioritize and manage multiple tasks.
• Knowledge and understanding of student engagement, leadership, assessment, and evaluation.
• Proven ability to promote collaboration, teamwork, and involve stakeholders in the decision-making process.

What We Prefer:

Education: A doctoral degree in a related field is preferred.

Experience:
• Excellent presentation and training skills.
• An understanding of student development as it relates to student learning.
• Administrative experience at the Dean, Associate Dean, Assistant Dean or Director level within a Division of Student Life.
• Understanding of legal issues and university, federal and state statutes impacting higher education.
• An understanding of student conduct best practices.

Salary: The salary for this position is commensurate with experience and other qualifications and is accompanied by a standard university benefits package. This is an exempt, 12-month, full-time, non-tenure track staff position.

For full consideration, candidates are encouraged to submit a cover letter, resume/CV and contact information for five (5) professional references with an application through our formal applicant site by April 8, 2022. It is anticipated that the successful candidate will begin this role on July 1, 2022. Nominations are welcomed and should be made by providing a recommendation to Brooke Swart, Executive Recruiter, at bswart@utk.edu.