

Call for Applications Dean of the Faculty

The Executive Vice President and Provost invites applications to fill the role of **Dean of the Faculty**. The Dean is a senior Macalester faculty member who leads the faculty and academic departments in personnel and academic issues. The Dean of the Faculty is responsible for the oversight of matters related to the hiring, development, and evaluation of tenure-track and non-tenure-track faculty; the appointment, development, and support of academic Department Chairs; external reviews of departments; and the curriculum's alignment with Macalester's mission.

Reporting directly to the Executive Vice President & Provost, the Dean of the Faculty is a member of the President's Senior Leadership Team and the Provost's Leadership Team and sits on FPC, EPAG, FAC, and CSAF. The Dean of the Faculty serves for a three-year term, starting **June 1, 2027**, renewable at the invitation of the EVP & Provost. Although this role is a faculty appointment, it requires full-time work during the summer. There are no teaching expectations, and service as Dean of the Faculty will accrue time toward sabbatical.

To apply, please submit a cover letter describing your interest in and experience for this position, along with a CV, by Friday **September 18, 2026**. Applications and nominations should be submitted to Joan Ostrove, Professor, Department of Psychology, Special Assistant to the President for Strategic Planning Implementation, and Chair of the search committee, at ostrove@macalester.edu. The search committee will make a recommendation to the Provost in time for her to finalize the appointment of a new Dean of the Faculty during the fall semester.

Position Description

Primary responsibilities include and are not limited to:

- Faculty hiring and professional development
 - Oversee the hiring process for tenure track and non-tenure track faculty
 - Support faculty development including supervision of the Serie Center and other faculty development activities across campus
 - Serve as an advocate for faculty personnel issues and concerns
 - Serve on FPC and oversee the tenure, NTT, and promotion processes
 - Determine faculty salaries
 - Approve sabbatical leave requests
 - Collaborate with the Provost on faculty recognition and awards
- Department Chairs, Program Directors, and Concentration Directors
 - Lead Department Chair and and Concentration Director meetings
 - Provide professional development for new and ongoing Department Chairs

- Appoint Department Chairs after consulting with department members
- Support Department Chairs in personnel and academic matters
- Shared Governance
 - Serve in an ex officio role on FAC, FPC, EPAG, and CSAF
 - Represent faculty on the Provost Leadership Team, the Senior Leadership Team, and the Board of Trustees
- Curriculum
 - Support curricular innovation and scholarship of the faculty at large
 - Oversee the department and program review process
 - Support the allocation of faculty resources: tenure-track lines, the number of courses offered, course replacements, course releases
 - Oversee operations of academic departments, programs, and concentrations
- Collaboration and Supervision
 - Supervise the Serie Center Director(s), the Associate Dean for Advising, and the Assistant Dean for Advising and Academic Programs
 - Work closely and collaboratively with Student Affairs and the Registrar's Office to support the student experience
- Other duties as assigned

Qualifications

The most competitive candidates will have many of the following experiences and qualifications:

- Hold the rank of full professor as of September 1, 2026
- Served as a Department Chair (or other leadership roles)
- Served on and possibly chaired an elected faculty committee (FPC experience is especially helpful)
- Led search committees
- Experience working productively with staff and faculty colleagues from across campus