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| NAU_PrimH | Faculty, Administrative Faculty and Academic Professionals Vacancy Announcement Request Human Resources Department  PO Box 4113 Flagstaff, AZ 86011-4113  (928) 523-2223 http://www.nau.edu/hr |

## Position Announcement

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| **Position Available:** | Department Chair |
| **Department:** | Sociology and Social Work |

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| **Special Information** (This section includes information such a notation if the position is subject to the availability of funding, the location of the position if other than the Flagstaff Campus, and tenure track eligibility). |
| This is a tenured, full-time, benefit eligible, 12-month position located in Flagstaff, Arizona. |
| **Job Description** |
| The Department of Sociology and Social Work at Northern Arizona University seeks applications for Department Chair to begin June 1, 2017. The Chair is expected to guide the vision and the operational management of the department to advance and grow its mission related to: applied research, social justice, community engagement, and undergraduate and graduate education. We seek a leader who has the management and research skills, creativity, and vision to guide the department in its quest to deliver top-quality education, mentor faculty, grow the department’s research agenda, and provide service to the community. The ideal candidate will exhibit excellent collaboration and communication skills and demonstrate the ability to enhance the interdisciplinary environment within the department. Candidates with a Ph.D. or doctorate in Sociology, Social Work, or closely related discipline at the rank of advanced Associate or Full Professor, demonstrated administrative experience, and an established record of successful teaching, scholarly research, and publications are encouraged to apply. Candidates with scholarship and/or leadership experience focused on issues of diversity or diverse populations are especially encouraged to apply. Teaching responsibilities include up to two courses per year at undergraduate and/or graduate levels. Experience working in graduate programs and a successful record of external funding is also preferred.  The Department of Sociology and Social Work consists of 25 full-time faculty members, 14 of whom are tenure-track or tenured, and 2 staff members. We offer a CSWE-accredited BSW (on-campus and online), a BS in Sociology, and an MA in Applied Sociology. We have over 500 undergraduate majors and over 350 minors. For more information, please visit our website: <http://nau.edu/SBS/SSW/Welcome/> |
| **Minimum Qualifications** |
| 1. Ph.D. or doctorate in Sociology, Social work, or closely related discipline 2. Record of achievement commensurate with an appointment at the rank of advanced Associate or Full Professor 3. Minimum of two years of administrative experience and/or documented leadership within a university structure. |
| **Preferred Qualifications** |
| 1. Evidence of providing effective leadership. 2. Evidence of effective interpersonal and communication skills. 3. A record of nationally recognized scholarship evidenced by peer reviewed publications and presentations. 4. A record of external funding. 5. Evidence of commitment to high quality education through curriculum development, quality teaching, and working with undergraduate and graduate students. 6. Evidence of commitment to diversity: scholarship and/or leadership experience focused on issues of diversity or diverse populations; working with diverse populations on campus and in the community. 7. Commitment to advocate for faculty, staff, and students in both Sociology and Social Work. |
| **General Information** (This section includes information about the University or the specific department or program, and background checking requirements. All job duties should be included in the Job Description section) |
| Northern Arizona University has a student population of about 28,000 at its main campus in Flagstaff and at 26 sites across the state.  Committed to a diverse and civil working and learning environment, NAU has earned a solid reputation as a university with all the features of a large institution but with a personal touch. NAU carefully balances teaching, scholarship and service with a faculty and staff dedicated to each student’s success. All faculty members are expected to promote student learning and help students achieve academic outcomes.  While our emphasis is undergraduate education, we offer a wide range of graduate programs and research that extend to such national concerns as forest health and bioterrorism. Our institution has carefully integrated on-campus education with distance learning, forming seamless avenues for students to earn degrees.  Flagstaff has a population of over 68,000, rich in cultural diversity. Located at the base of the majestic San Francisco Peaks, Flagstaff is 140 miles north of Phoenix at the intersection of Interstate 17 and Interstate 40.  With its elevation of 7,000 feet and four-season climate, Flagstaff is ideal for year-round outdoor activities. Nearby attractions include the Grand Canyon, Lowell Observatory, Oak Creek Canyon, Sedona, Monument Valley, Sunset Crater, Meteor Crater, and Arizona Snowbowl.  Northern Arizona University requires satisfactory results for the following: a criminal background investigation, an employment history verification and a degree verification (in some cases) prior to employment. You may also be required to complete a fingerprint background check. Additionally, NAU is required to participate in the federal E-Verify program that assists employers with verifying new employees' right to work in the United States. |
| **Salary** |
| Commensurate with qualifications and experience. |
| **Application Deadline** |
| This position will be open until filled or closed. Review of applications will begin 30 days after posting. |
| **Application Procedure** |
| To apply for this position, please click on the "Apply Now" button on this page. Applications MUST be submitted via this on-line process, all others will not be accepted for consideration. Application must include a single attachment that contains:   * An application cover letter that summarizes your unique qualifications to lead the Department * Curriculum vitae including contact information for at least three references * A recent book chapter or article from a refereed journal * Recent course evaluations   Save all items, in the order stated, as a single PDF or Word document and upload under “Resume”  Other materials may be requested of finalists selected for interview.  If you need assistance completing your application there are instructions available on line at <http://hr.nau.edu> or in person in the Human Resources Department located in Building 91 on the NAU Campus - on the corner of Beaver and DuPont Streets.  If you are an individual with a disability and need reasonable accommodation to participate in the hiring process please contact the Affirmative Action Office at 928-523-3312/TDD - 928-523-1006 or PO Box 4083, Flagstaff AZ 86011. |

Northern Arizona University is a committed Equal Opportunity/Affirmative Action Institution. Women, minorities, veterans and individuals with disabilities are encouraged to apply. NAU is responsive to the needs of dual career couples. Form A-1 Revised 2/11