



Career Opportunities

California State University, Los Angeles

Human Resources Management
Administration Building, Room 606
5151 State University Drive
Los Angeles, CA 90032-8534

Bulletin #130071; 10/8/13

DEAN, COLLEGE OF EXTENDED STUDIES AND INTERNATIONAL PROGRAMS (CESIP)

California State University, Los Angeles, invites applications for the above Administrator IV position.

The University: California State University, Los Angeles, one of 23 campuses of the California State University system, was founded in 1947. The University is located at the eastern edge of the city of Los Angeles and adjacent to the western San Gabriel Valley, with more than 19,000 students reflecting the rich ethnic diversity of the area.

The College: We seek an effective and experienced leader for the position of Dean of the College of Extended Studies and International Programs (CESIP). The Dean is responsible for providing visionary leadership for the self-supporting unit of the University, which extends the University's resources, skills, and talents in time, place and cyberspace to provide academic coursework, professional and workforce development, and community learning opportunities to both traditional students and adult learners. It operates with a budget of approximately \$8 million, employs 22 professional and support staff, and appoints more than 40 regular and adjunct faculty. CESIP administers three degree programs (MM in Choral Conducting, and baccalaureate degree-completion programs in Biological Sciences and Manufacturing Engineering) with more programs under development. Non-academic credit programs include Paralegal Studies, Professional Human Resources Management, and Legal Interpretation and Translation. In addition to a number of non-credit workforce development programs in allied health areas, CESIP administers one of the largest intensive-English programs in the California State University (CSU) System. In addition, CESIP is the main interface with Cal State Online, the CSU System's centralized service, marketing and outreach support structure for all aspects of fully online program delivery. The International Office (IO) is a department of this college, and administers the Study Abroad/Exchange programs, as well as several international partnerships.

The Position: Reporting to the Provost and Vice President for Academic Affairs, the Dean is responsible for providing leadership and management of the College. The Dean works collaboratively with the college Deans to seek opportunities for the CSULA academic community to extend the University's academic programs, certificate programs and expertise within the parameters of CSULA and CSU policy as well as applicable accreditation standards. This includes the development, design, marketing, and implementation of new programs to meet the needs of external constituencies in the local service area and internationally. It is expected that the Dean will have considerable expertise in the area of international programming and will focus special attention on the development of international programs. As Cal State LA's Senior International Officer, the Dean oversees the International Office (which processes visa/immigration documents for all international students, faculty and staff) and the English Language Program, and leads the campus efforts in the outreach and recruitment of international students. The Dean provides oversight for all international academic program activities for the University, including inter-university linkage agreements (such as 1+2+2 and 2+2 programs) and short-term training programs for participants from abroad; serves as the campus liaison to Cal State Online; and works with college Deans to develop and offer innovative programs delivered in non-traditional formats, such as blended or fully online courses.

In addition, as a University administrator, the Dean contributes to the attainment of the goals of the Division of Academic Affairs and the University through building and maintaining strong and continuing relationships with Los Angeles' complex network of commercial, governmental, nonprofit and community groups. The Dean maintains effective contact with appropriate off-campus individuals, offices and agencies, both domestic and international, to assure success in the aforementioned areas; and provides guidance to management on contract preparation and in executing labor strategy. Performs other related duties as assigned.

AN EQUAL OPPORTUNITY/TITLE IX EMPLOYER

In addition to meeting fully its obligations under federal and state law, Cal State L.A. is committed to creating a community in which a diverse population can live, work and learn in an atmosphere of tolerance, civility and respect for the rights and sensibilities of each individual. To that end, all qualified individuals will receive equal consideration without regard to economic status, race, ethnicity, color, religion, national origin or cultural background, political views, sex or sexual orientation, or other personal characteristics or beliefs.

Candidates must demonstrate ability and/or interest in working in a multicultural/multiethnic environment. Certain positions require fingerprinting.

For employment information call:

(323) 343-3668,
TDD Line (323) 343-3670,
24-hour Dial-A-Job Line,
(323) 343-3678, or visit our web
site at <http://www.calstatela.edu>

Office Hours:

Monday–Friday; 8:00–5:00

The University actively encourages qualified minorities, women and persons with a disability to apply. Upon request, reasonable accommodation will be provided to individuals with protected disabilities to (a) complete the employment process and (b) perform essential job functions when this does not cause an undue hardship.

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Required Qualifications and Experience: A Master's degree in a related field from an accredited college or university and at least 7 years of demonstrated significant and successful administrative and fiscal experience, at increasing levels of responsibility, and proven leadership ability with self-support or for-profit learning organizations. The qualified candidate must be able to function successfully administering a college within the University; both entrepreneurial and bottom-line oriented while maintaining and supporting academic excellence, supporting the role of faculty, curricular evaluation and learning assessment, and accreditation; have excellent collaborative skills to foster successful partnerships with business, community and campus constituencies; possess effective interpersonal, oral, and written communication skills and experience in designing and administering training programs; be able to work decisively under stressful situations; establish and maintain professional and cooperative working relationships with administrators, faculty, and staff; and the ability and/or interest in working in a multicultural/multiethnic environment. Fingerprinting will be taken and checked by the California Department of Justice and FBI.

Desired Qualifications: An earned doctorate or terminal degree from an accredited college, school or university. Verified background and qualifications as a tenured full professor in a department within a college. A commitment to the University's urban-focused mission.

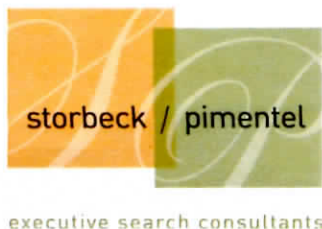
Compensation: Salary is commensurate with experience and qualifications. A comprehensive benefits package is provided.

Appointment: The Administrator IV appointment will be made under the guidelines for management and supervisory employees of the California State University. All rights and benefits associated with this appointment are governed by the Management Personnel Plan.

This position is a "designated position" in the California State University's Conflict of Interest Code. The successful candidate accepting this position is required to file Conflict of Interest forms subject to the regulations of the Fair Political Practices Commission.

The person holding this position is considered a 'mandated reporter' under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 as a condition of employment.

Date: Review of applications will begin November 12, 2013; however the position will remain open until filled. To ensure full consideration, send curriculum vita, cover letter, and list of five references to:



Sharon Tanabe, Partner
1111 Corporate Center Drive, Suite 106
Monterey Park, CA 91754
323.260.7889 (FAX)

Electronic submissions are preferred

Please submit to: <http://www.storbeckpimentel.com/stsearch@storbeckpimentel.com>

Reference: CSULA, Dean, College of Extended Studies and
International Programs #130071

For a confidential inquiry, contact Ms. Tanabe at 323-260-5045
Reasonable accommodation may be requested.