

PEPPERDINE
UNIVERSITY



Strengthening lives for Purpose, Service and Leadership

Dean,
Graduate School of Education
and Psychology

About Pepperdine

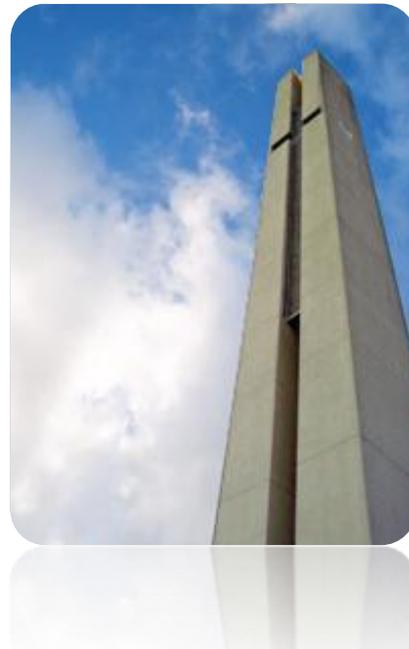
Pepperdine University is an independent, medium-sized university enrolling approximately 7,300 students in five colleges and schools. Seaver College, the School of Law, the Graduate School of Education and Psychology, the Graziadio School of Business and Management, and the School of Public Policy are located on the University's 830-acre campus overlooking the Pacific Ocean in Malibu. Courses are taught in Malibu, at four graduate campuses in Southern California, permanent program facilities in Washington, D.C., and at international campuses in Germany, England, Italy, Switzerland, Argentina, and China.

The University was founded in 1937 by George Pepperdine, a Christian businessman who founded the Western Auto Supply Company. For the first 30 years of its life, the institution was a small, mostly undergraduate college. University status was achieved in 1970 as the institution added graduate and professional schools. In 1972, the University opened its new campus in Malibu.

Pepperdine University is religiously affiliated with Churches of Christ, of which Mr. Pepperdine was a lifelong member. Faculty, administrators and members of the Board of Regents represent many religious backgrounds, and students of all races and faiths are welcomed. It is the purpose of Pepperdine University to pursue the very highest academic standards within a context that celebrates and extends the spiritual and ethical ideals of the Christian faith.

Pepperdine's Graduate School of Education and Psychology (GSEP) is an innovative learning community where faculty, staff, and students of diverse cultures and perspectives work collaboratively to foster academic excellence, social purpose, meaningful service, and personal fulfillment. With five area campuses and a primary location approximately ten minutes north of LAX airport in West Los Angeles, GSEP enrolls approximately 1700 students pursuing masters and doctoral degrees in education and psychology.

As a graduate school within a Christian university, Pepperdine's Graduate School of Education and Psychology endeavors to educate and motivate students to assume leadership roles in professions that improve and enrich the lives of individuals, families, and communities.



The Graduate School of Education and Psychology embraces human diversity as the natural expression of God's creation. GSEP advances, sustains, and advocates for multicultural proficiency.

The strategies for accomplishing this mission are:

- Promoting discourse that values each member's background, experiences, and perspective;
- Recruiting, retaining, and advancing diverse students, staff, and faculty;
- Developing curricular models for practice in educational and psychological environments; and
- Reaching out to broader communities to promote understanding and facilitate solutions to diversity challenges.

THE POSITION

The Dean of the Graduate School of Education and Psychology (GSEP) oversees the academic integrity of the education and psychology divisions of the school and provides leadership for the programs in the school.

The Dean reports directly to the Provost and has primary responsibility for the school's academic programs, student learning, specialized and regional accreditation, strategic planning, and school initiatives. The Dean directs the implementation of the school's strategic plan. The Dean works with both the Education and Psychology Divisions to select, support and develop faculty. All prospective faculty are interviewed by the Dean, and those in tenure-track positions are then recommended to the Provost and President for hire. The Dean works with the Rank, Tenure and Promotion Committee (RTP) to make decisions about the hiring rank of the tenure-track positions and has the final authority to make offers to prospective faculty.

The Dean represents GSEP on the University Planning Committee and the Dean's Council. The Dean also serves on the President's Steering Committee (chaired by the President). The Dean may be asked to serve on special committees or task forces as appropriate representing their colleagues and the school. The Dean represents the University to the California Teaching Credential Commission (CTCC) for both the Seaver and the GSEP PK-12 Programs.





The Dean is responsible for the advancement of GSEP and participates in developing partnerships that advance the mission of the school. In partnership with Advancement and the GSEP Senior Advancement Officer, the Dean pursues opportunities for friend- and fund- raising, as well as appropriate stewardship. He/she is involved in working closely with alumni

and friends of the school to increase the donor count and contributions that support endowments, student scholarships, faculty scholarship, special projects and research. The Dean supports faculty in securing corporate and business, as well as state and federal grants.

Within the School, the Dean serves ex-officio on the GSEP Academic Council. The Dean interacts with a number of committees, including: Appeals, Faculty Handbook, Rank, Tenure and Promotion, Research, and Teaching. The Dean works closely with the Graduate and Professional Schools Institutional Review Board (GPSIRB). The Dean participates in the GSEP Diversity Council and supports broad opportunities for diversifying the faculty, staff and student body. The Dean supports the faculty in their goals for teaching and scholarship through allocating funds for professional development and multicultural programming. The Dean supports professional development opportunities for staff and works closely with the supervisors to ensure the goals of the school and the University are met. The Dean chairs the Administrative Council (Associate Deans and Academic Program Directors) and the Executive Council (Associate Deans and functional Directors).



The Dean supports the mission and values of the University and guides the faculty, staff and students in their continued faith development.

The Dean oversees the following units:

Marketing, Recruitment and Admissions, Alumni, Career Services, Administrative Support, Student Success, Events, Budget and Student Accounts, and Technology of the School. The Dean, along with the Director of Budget and Student Accounts, plans the budget each year and reviews it on a continuing basis for financial planning. The Dean works closely with the Assistant Dean for planning enrollment and recruitment for the various programs.

The Dean is assisted by the Associate Dean of Education and the Associate Dean of Psychology, the Assistant Dean for External-Internal Relations, the Director of Career Services, Director of Alumni Relations, the Director of Technology, the Director of Administration, the Manager of Events, the Director of Technology, the Director of Student Success, and the Director of Budget and Student Accounts.

QUALIFICATIONS

The Dean of Pepperdine's Graduate School of Education and Psychology must be able to champion the school's interests and its future both internally and externally. As such, the Dean is expected to possess:

- A terminal degree in a field related to education or psychology.
- Strong verbal and written communication skills.
- Broad and substantive administrative experience in a recognized, accredited academic environment.
- Significant teaching experience at the undergraduate or graduate level.
- A general financial acumen and a proficiency in establishing and working within a budget.
- Strong interpersonal skills and a demonstrated leadership ability to build consensus among faculty and administrators.
- An entrepreneurial mindset regarding program growth and development.
- Proven experience in fundraising and an ability to build and strengthen alumni engagement and support.
- A commitment to Pepperdine's Christian mission including a record of active participation in a faith community.

Applications and Nominations

The Search Committee will accept applications, recommendations, and inquiries until March 7, 2014. Inquiries, applications, and nominations for the position should be directed to CarterBaldwin Executive Search, Price Harding, Partner (678-448-0015) Bill Peterson, Partner, at (678) 448-0013. Applicants should electronically submit a letter of interest and curriculum vitae to PepperdineDean@carterbaldwin.com.