Dean of Graduate and Continuing Studies

Stephens College, located in Columbia, Missouri, a vibrant college town approximately 120 miles from both Kansas City and St. Louis, announces a national search for the inaugural Dean of Graduate and Continuing Studies. Reporting to the Vice President for Academic Affairs, the dean will provide collaborative institutional leadership working with the other deans, program directors, and faculty to develop and evaluate programs and courses and to ensure quality teaching standards in the graduate and continuing studies environment. The new dean is to assume office on or about July 1, 2016.

Stephens College (www.stephens.edu) is the second oldest women’s college in the country. More than 50 majors and minors are offered at the undergraduate level for women, as well as distance learning and on-campus programs for both men and women through graduate and continuing studies.

Graduate Programs
Master in Strategic Leadership
Master of Education in Counseling
Master of Fine Arts in TV and Screenwriting (launched in Fall 2015)
Master of Physician Assistant Studies (launches in Fall 2016)*

*Stephens College has applied for Accreditation - Provisional from the Accreditation Review Commission on Education for the Physician Assistant (ARC-PA). Stephens anticipates matriculating its first class in August 2016, pending achieving Accreditation – Provisional status at the March 2016 ARC-PA meeting. Accreditation - Provisional is an accreditation status for a new PA program that, at the time of its initial accreditation review, has demonstrated its preparedness to initiate a program in accordance with the accreditation standards.

Continuing Studies Program
Health Information Administration

The Dean of Graduate and Continuing Studies will join Stephens College at a time of growth and must be able to manage change, supporting and valuing tradition even as s/he embraces and engages with new models and new approaches in pedagogy and course delivery. S/he must be a highly collaborative person who can work effectively with the deans of the four schools, communicate well with the president, senior staff, faculty, staff, and students, and foster a collegial working spirit among all constituencies while advocating for the development of the graduate and continuing studies programs.

The successful candidate will possess an earned doctorate; a record of successful and increasingly responsible administrative leadership experience as a dean, department chair or director; experience with online teaching and learning; thorough knowledge of the changing landscape of online learning and national trends in the development of online programs in higher education; and a clear vision and the strategic ability to expand current programs as well as develop new ones leveraging current technologies. S/he will also bring knowledge of accreditation and compliance and experience working with professional and/or higher education accreditation organizations for graduate and continuing education.
For additional information about the College and desired attributes sought in the Dean of Graduate and Continuing Studies, please visit:


The College is being assisted by Academic Search, Inc. Applications should consist of a substantive cover letter addressing the qualifications listed above and outlined further in the profile, a curriculum vitae or resume, a statement describing your leadership style, a statement of your educational philosophy, and a list of at least five professional references with full contact information and a note indicating the nature of your working relationship with each; references will not be contacted without the explicit permission of the candidate. Applications, nominations, and expressions of interest can be submitted electronically, and in confidence, to StephensDeanGCS@academic-search.com.

The position is open until filled but only applications received by January 10, 2016, can be assured full consideration. Confidential discussions about this opportunity may be arranged by contacting Andrea Warren Hamos at awh@academic-search.com or Andrea Cowsert at abc@academic-search.com.

In compliance with the College policy, as well as Federal and State equal opportunity laws, Stephens College provides equal employment opportunity to all qualified individuals without regard to race, ethnicity, gender, religion, national origin, marital or veteran status, sexual orientation, age, disability or any other characteristic protected by law, in all personnel actions.