From: UCSF Academic Business Officers Group on behalf of Academic Business Officers Group
To: ABOG-L@LISTSRV.UCSF.EDU
Subject: Job Opening: Assistant Dean, Planning and Administration at UC Irvine
Date: Monday, April 15, 2013 10:48:20 AM

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Assistant Dean, Planning And Administration

Under the general direction of the Dean of the Donald Bren School of Information and Computer Sciences, the Assistant Dean is responsible for the entire scope of planning, operations, and resource management for the School, involving its instructional, research, and administrative functions.

The incumbent has administrative management responsibilities for the following functional areas: Dean's Office, Business Office, Personnel Office, Student Affairs, Computing Support, Facilities, the departments of Computer Science, Informatics and Statistics. In addition, the incumbent has general oversight responsibilities for interdisciplinary programs, research centers and other administrative units within the School such as: Networked Systems, School-based centers, Communications, External Relations, TEC (Technology, Engineering and Computing Business Center), etc.

Salary: Annual $ Commensurate with Experience
Work Schedule: 8-5, M-F
Career Position.
Final candidate subject to background check.
As a federal contractor, UC Irvine is required to use E-Verify to confirm the work status of individuals assigned to perform substantial work under certain federal contracts/subcontracts.

View the job description and the position requirements at the following website https://staffing2.hr.uci.edu/
Requisition number 2013-0189
For more information, please contact Tracy Molidor, Ph.D., Assistant Dean, UC Irvine School of Education, Chair, Search Committee, Assistant Dean for the Donald Bren School of Information and Computer Sciences.

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