



**Schoolcraft College**  
**18600 Haggerty Road**  
**Livonia, MI 48152**

**Position: Assistant Dean, Sciences - Full Time Position**

Administrative position to oversee the planning, execution and assessment of curriculum and to supervise faculty in the Natural Sciences, Mathematics and Social Sciences.

**Education:** Master's degree in Natural Sciences, Mathematics or Social Science or a related discipline. Preference will be given to applicants who have formal training beyond the Master's Degree.

**Experience:** Three years of community college or related administrative experience. Teaching experience in a community college, university or corporate setting preferred.

**Qualifications:** Administrative experience in budget, personnel management and labor relations. Experience in higher education preferred. Ability to establish and maintain successful working relationships with students, staff, faculty and other administrative personnel. Effective communicator with a demonstrated ability to lead through shared decision making. Experience in the use of technology in education and the capacity and skills to interact with the external community preferred. Experience in teaching, developing and/or managing interdisciplinary curriculum preferred. Science laboratory experience preferred.

**Salary:** Salary range begins at Grade 6, minimum base \$74,217

**Deadline:** All application materials must be received by Monday, November 23, 2009.

**Time of**

**Employment:** January 2010

**Posted:** October 29, 2009

To submit an application, visit our website at  
[https://jobs.schoolcraft.edu/applicants/jsp/shared/Welcome\\_css.jsp](https://jobs.schoolcraft.edu/applicants/jsp/shared/Welcome_css.jsp)

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