

## Job Posting

<b>Job Title:</b>	<b>Dean, School of Language Studies &amp; Academics</b>
<b>Job ID:</b>	<b>9197</b>
<b>Location:</b>	<b>Qatar</b>
<b>Deadline:</b>	<b>Open until filled</b>
<b>Full/Part Time:</b>	<b>Full-Time</b>

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### *College of the North Atlantic – Qatar* *The professional and personal experience of a lifetime!*

#### **Your dream**

Make your dream of living and working abroad a reality! Join our team of Canadians at College of the North Atlantic's world class, post-secondary campus in the State of Qatar, and enjoy rewarding experiences working in a multi-cultural environment.

College of the North Atlantic – Qatar (CNA-Q), is Qatar's premier technical college, offering over 30 diploma programs through student-centered learning, using world-class training facilities. Since opening in 2002, CNA-Q has over 5,000 graduates who are proudly contributing to Qatar's knowledge-based economy and making the [Qatar National Vision 2030](#) a reality.

#### **Your commitment**

Reporting to the Vice President Academic, the Dean of the School of Language Studies & Academics is responsible for:

- Providing academic leadership for excellence in Language Studies and Academic programming in fulfillment of the College's mission, mandate, and strategic plan, as well as the Qatar National Vision 2030 and the Education and Training Sector Strategy 2017-2022;
- Ensuring School of Language Studies and Academics courses and enrolment respond to, and anticipate, the State of Qatar's human resource needs;
- Working collaboratively with the Program Development Office to develop, deliver, and evaluate courses and programs within the School while providing strategic leadership to all School quality assurance activities;
- Establishing effective partnerships with external stakeholders in industry, business and government to ensure all aspects of program design and delivery meet learner and labour market needs;
- Promoting a culture of applied research in accordance with the College's mission, the State of Qatar's research agenda, and based on local labour market, environmental, commercial, technical, and industrial challenges;
- Establishing Program Advisory Councils to maximize opportunities for industry collaboration in the areas of program/curriculum design, work-term and on the job training, applied research, student sponsorship, and program marketing;
- Ensuring program accreditations are established and maintained;
- Developing and implementing an annual Academic School Plan including the following components: new academic initiatives, stakeholder engagement strategies, recruitment and retention of students, and faculty professional development;

- Participating in the recruitment and hiring of faculty and staff, and conducting regular evaluation of employee performance according to established College frameworks;
- Planning and managing human, financial, and capital resources to ensure effective and efficient resource utilization;
- Acting as a mentor for students by participating in student events, promoting non-traditional learning opportunities and challenging students to successfully meet their learning objectives;
- Responding to and resolving difficult and sensitive inquiries by students, faculty, staff, and employers with respect and in accordance with a professional code of ethics;
- Establishing an environment of open communication, collegiality and continuous quality improvement;
- Demonstrating a commitment to diversity, inclusion, and equity;
- Teaching courses, as assigned, within the School of Language Studies and Academics;
- Promoting Technical Vocational Education and Training (TVET) and fostering TVET promotional activities and partnerships in the State of Qatar;
- Serving to uphold all academic quality benchmarks set by CNA, and liaising with CNA leadership to ensure alignment of and accountability for academic standards.

### **Your qualifications**

The Dean of the School of Language Studies and Academics will possess a relevant graduate degree from an accredited Canadian university and have an established background in Canadian post-secondary administration in a similar leadership position. The Dean will also possess a strong knowledge of and have substantial experience with the development, delivery, evaluation and program accreditation of academic programs. Experience working in a post-secondary institution where applied, industry-aligned programs are offered is a definite asset.

The successful candidate is expected to have a record of collaborative decision-making, a high standard of professional integrity, and a commitment to academic excellence. This position requires an energetic and enthusiastic individual who has exemplary communication and interpersonal skills and a reputation for building positive working relationships across all levels of an organization, and with industry and government partners. A demonstrated ability to articulate a vision and strategy for developing experiential, student-centered programming and proven leadership, management, organizational and problem-solving skills are required. Knowledge of Canadian technical and polytechnic college systems is essential. Fluency in Arabic and experience working in the GCC region are definite assets. Candidates with an equivalent combination of education, training and experience may be considered.

### **Your move**

If you are a **CANADIAN CITIZEN** with excellent English language skills and are ready for a professional and personal adventure in the Middle East, we'd like to hear from you. **See our website <http://www.cna.nl.ca/careers/> to apply.**

Successful candidates must provide a recent Certificate of Conduct as well as ***original transcripts*** sent directly to our office from the institution(s).

**NOTE: Employment is contingent upon successful completion of the State of Qatar visa process.**

For more information on working and living in Qatar, please visit our website at <http://www.cna.nl.ca/qatar>.

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