McGill University
Dean of Students
www.mcgill.ca

The Position

McGill University is seeking outstanding candidates for the position of Dean of Students. In particular, we are looking for an individual who will provide dynamic leadership and whose qualities include strong interpersonal, communication, strategic and administrative skills. The Dean reports to the Deputy Provost (Student Life and Learning), is a member of the Deputy Provost’s executive team, and participates in the Provost’s regular consultations with all deans.

The Dean of Students must interact with the University as a whole to ensure and enhance the quality of student life. The primary responsibilities of the Dean are to:

- champion student rights;
- educate the McGill community about student rights and responsibilities;
- promote academic integrity;
- help and support students in time of crisis, in coordination with other university services (Mental Health; Health Services; Security; Registrar, etc.);
- provide oversight of the Code of Student Conduct and Disciplinary Procedures;
- review university policies to improve the student experience and student success;
- administer the selection process for several external and internal awards programs;
- play a role in the University’s Incident Command System;
- act as the legal guardian of minors, and
- promote University-wide initiatives to improve academic advising and mentoring.

Given the nature of the position, the Dean of Students would be expected to help and support students outside of working hours.

In addition, the Dean of Students must be a lively and effective collaborator and clear communicator in order to advance community-building with students and with a variety of internal and external constituencies.

The Dean contributes to senior administrative decisions regarding student life. The Dean is a participant in internal University governance, serving on Senate and as a member of a number of committees. The Dean of Students chairs the Indigenous Affairs Work Group, liaises with the Milton-Parc Citizens’ Committee, works with all four student Associations and as well as all other student groups, societies and stakeholders on initiatives designed to promote community-building and student rights and responsibilities in both academic and non-academic matters.
While no one individual is likely to meet all of the criteria in equal measure, the following background, experience, and personal qualities will be sought in candidates:

- Candidates for the position should have experience in student affairs and in working effectively to handle difficult situations and to solve problems in a fair and timely manner that involve students, individually and in groups.

- The Dean must have the ability to assess and address University-wide issues, to be an agent of change, and to promote collaboration with students and with academic and administrative staff.

- A tactful, and respected academic, the Dean will promote trust and contribute to a sense of community spanning both campuses of McGill University.

- In order to be an effective Dean of Students, the successful candidate must be able to work in both English and French.

Applications should include a statement of interest in the position, a curriculum vitae, and the names of at least three referees. Consideration of candidates will begin in May 2020 and the process will continue until the position is filled. The initial appointment is for a five-year, renewable term, to start in July 2020, or as mutually agreed.

Nominations, applications and expressions of interest should be submitted, by email, in confidence, to:

Professor Fabrice Labeau, Deputy Provost (Student Life and Learning)
c/o Secretariat
McGill University
E-mail: advisories@mcgill.ca

Given the nature of this position, preference will be given to internal candidates.

McGill University hires on the basis of merit and is strongly committed to equity and diversity within its community. We welcome applications from racialized persons/visible minorities, women, Indigenous persons, persons with disabilities, ethnic minorities, and persons of minority sexual orientations and gender identities, as well as from all qualified candidates with the skills and knowledge to productively engage with diverse communities. McGill implements an employment equity program and encourages members of designated groups to self-identify. Persons with disabilities who anticipate needing accommodations for any part of the application process may contact, in confidence, accessibilityrequest.hr@mcgill.ca or 514-398-3711.

**McGill University**

Established in 1821, McGill University has built a global reputation for academic and research excellence across a wide-ranging number of faculties that distinguishes it as Canada’s most international university and a leader in higher education. Thanks to its location in Montreal, the University benefits from a milieu rich in culture, recreation and diversity. More information about McGill can be found on its website at [www.mcgill.ca](http://www.mcgill.ca).