



University of Washington Bothell

Dean, School of Business

Position Description

The University of Washington Bothell invites applications for a full-time (1.0 FTE) administrative position as campus dean of the School of Business with a concurrent academic appointment as professor with tenure. The campus dean reports to the UW Bothell vice chancellor for academic affairs (VCAA). The anticipated start date for this position is July 1, 2025.

The UW Bothell School of Business is accredited by AACSB and is deeply committed to the success of its students through faculty research, teaching, and service. The School of Business is well known for its undergraduate, MBA, and MS Accounting programs, working closely with industry leaders and the smaller, innovative, and rapidly growing companies in software, electronic commerce, medical equipment, biotechnology, electronics, and aerospace. Programs draw from companies such as Microsoft, Boeing, Costco, Amazon, Expedia, Philips, and Starbucks. All faculty members in the School of Business should expect to teach at both the Bothell and Bellevue locations. UW Bothell supports growing business student organizations, and students have excelled in CFA research and ethics challenges.

The base salary range for this position will be \$260,000 - \$276,000 a year commensurate with experience and qualifications, or as mandated by a U.S. Department of Labor prevailing wage determination. The campus dean is also eligible for a monthly administrative duty supplement.

UNIVERSITY OF WASHINGTON BOTHELL

UW Bothell is a student-centered campus known for engaging students through classes, team projects, and research in which students connect what they learn or create in the classroom with the broader community. This is achieved through close relationships with faculty members as teachers and mentors, and staff dedicated to student success. The campus's academic work focuses on cross-disciplinary research, connected learning, and community engagement, and prepares students for leadership in Washington and beyond. UW Bothell is dedicated to creating a community that advances equity, social justice, affirmation, and excellence for all.

SCHOOL OF BUSINESS

The UW Bothell School of Business is an AACSB-accredited program home to a dynamic, passionate, and ambitious community of students, scholars, business leaders, and staff committed to business education in the state of Washington, as well as serving the business community across the region. The vision and mission of the School of Business is to enhance the well-being of individuals, organizations, and society through leadership in business education and research. As part of a public research university, the School creates, disseminates, and applies business knowledge to develop principled leaders and organizations in Washington and beyond.

With a 17-to-1 student-faculty ratio and flexible degree offerings for undergraduate and graduate students, the School of Business educates over 900 students each year. Undergraduate students can earn a bachelor's degree in business administration and can specialize in Accounting, Entrepreneurship, Finance, Leadership and Strategic Innovation, Management, Management Information Systems, Marketing, Retail Management, Supply Chain Management, and Technology and Innovation Management. Students from UW Bothell can also elect to earn a minor in Actuarial Science, Business Administration, Economics, and Retail Management from the School of Business. Graduate students can choose between a Master of Business Administration (MBA) in Leadership, Technology, or Pharmacy or a Master of Accounting (MS). Evening MBA, MSA, and Executive and Continuing Education certificates in Accounting and Organizational Education are also available. The School of Business plans to introduce a bachelor's degree in economics in 2025.

LEADERSHIP CHALLENGES AND OPPORTUNITIES

The dean is responsible for all aspects of undergraduate and graduate education, academic planning, assessment and accreditation of instructional programs, educational policy, academic resource management, development and revenue goals, oversight of the operational budget, and faculty and staff personnel actions. Reporting to the vice chancellor for academic affairs, the dean oversees the faculty and staff within the School of Business while advancing the School's mission, values, and diversity and equity plan.

Overall School leadership: The dean is responsible for all matters relating to the educational, budgetary, and administrative affairs of the School of Business. In these matters, the dean is responsible for faithful observance by the school of the university's general policies and should approach leadership of all matters with an equity lens.

Mission Alignment: The dean will ensure that the School of Business's mission and strategic plan are aligned with the UW Bothell mission, vision, and strategic plan that guide the campus towards providing a leading-edge educational experience. This leading-edge

educational experience is founded on three distinctive practices: cross-disciplinarity, connected learning, and community engagement.

Campus Collaboration and Coordination: The dean serves on the VCAA Leadership Council. This body provides significant advice and recommendations to the vice chancellor for academic affairs (VCAA) on core academic matters that cut across schools and other units on campus. Core academic matters include academic policy and initiatives, curricular and co-curricular activities across the undergraduate and graduate experience, and faculty and academic staff development. Deans also collaborate and partner with campus units external to academic affairs to support the success of the School.

Shared Governance: Shared governance at the School level is an important value. The dean collaborates with an elected Faculty Council for the School of Business and ensures that the School has relevant bylaws for shared governance. Similarly, shared governance of the institution is another important value at UW Bothell, and the dean regularly cooperates and interfaces with the General Faculty Organization (GFO). This organization serves as the campus's faculty governance body and is the forum for faculty deliberation and decision-making, as well as the formulation and conveyance of advice to the chancellor.

Recruit and Retain Strong Faculty and Staff: The dean will continue developing a faculty of distinction, establishing the highest standards in faculty recruitment, appointment, tenure, and promotion to enhance consistent excellence in teaching, research, and clinical practice. This will include identifying recruitment needs to support curriculum changes and program expansion. The dean will support the ongoing professional development of the faculty, in particular mentoring junior faculty, and staff by providing opportunities for them to enhance their skills and prepare them for additional roles within the School of Business as well as for opportunities for advancement across UW.

External relations: The dean is responsible for creating and nurturing school advisory boards composed of community and industry leaders and partners. Advisory board members act as strategic advisors and help foster increased public awareness of the value of the School – its students, staff, and faculty – for the sustainable development and well-being of the region. The dean positions advisory boards as key partners in leveraging relationships and securing external resources to advance the School of Business.

Scholarly and Professional Engagement: The dean advances scholarly efforts in relevant regional or national communities of practice related to their leadership and/or existing and emerging fields of study and professional engagement.

Develop and Communicate a Strategic Vision and Strategy: The dean will invigorate the faculty and staff through the creation of a vibrant vision and corresponding strategic plan for a distinguished and contemporary School of Business committed to academic excellence.

In doing so, the following courses of action should be incorporated into the process:

- Engage the School of Business faculty and staff in determining outstanding academic programs that position graduates for success in the business and industry workplace.
- Energize the School's community around a future-facing vision that differentiates the school by propelling academic excellence, promoting innovation, and fostering a shared sense of community.
- Evaluate the School's current organizational structure, resources, information systems, and management, making appropriate changes as deemed necessary and within a shared governance process, to support its continued growth.
- Play an instrumental role in implementing the school's financial resources plan.
- Help the School adapt to the ever-changing higher education landscape by expanding programmatic offerings, refining the school's identity, and keeping accreditation goals on track.
- Ensure that faculty and staff collaboratively support efforts to align academic programs with industry needs and strengthen student success efforts.

Identify Opportunities to Increase Student Enrollment: The dean will lead the faculty and staff in identifying new opportunities for academic program development and will coordinate closely with internal and external partners in the recruitment of students and the development of a robust enrollment management plan. This process will include identifying and promoting opportunities to strengthen student enrollment and retention with a focus on value enhancement, and pinpointing areas where technology and new pedagogies can be leveraged to ultimately strengthen the School's fiscal status.

Advocate for the School Internally and Externally: Internally, the dean is expected to be a prominent and effective advocate for the School within UW Bothell, and across UW, as well as within the larger community, and will seek opportunities to strengthen communications between the School's faculty and those of the other UW Bothell schools and the community. Externally, the dean will develop and maintain collaborative relationships with business and industry and position the School as a key partner to local industry leaders and beyond. These efforts should result in the dean's strengthening of relationships between and among faculty, staff, students, and alumni, as well as external partners and donors. As the "Face and Voice" of the School, setting the cultural tone for the School of Business and ensuring that it is seen as a valued and trusted partner internally and externally will be critical.

The successful candidate will be expected to:

- Provide academic and administrative leadership to advance the School's mission in

education, practice, and service within a strong shared governance environment.

- Be a leader who can help faculty, staff, and students pursue a common vision and goals, and engage in fundraising and garnering resources for the School.
- Identify, recruit, retain, and develop outstanding diverse faculty and staff.
- Engage with alumni, business and industry leaders, and state and federal government officials to advance the goals of the School of Business and UW Bothell.
- Position the School as a key partner to local industry leaders and beyond.
- Represent the School in local, regional, and national professional associations, as well as accreditation entities.
- Develop a vision and engage in effective strategic planning and implementation.
- Invest time in external engagement and fundraising.
- Commit to innovation in business education and support high-quality research.
- Exhibit a leadership style based on integrity, transparency, and inclusiveness, with an ability to influence others beyond formal authority.
- Value student success for a diverse student population.
- Advance and promote diversity, equity, and inclusion within a supportive culture for faculty, staff, and students.

Qualifications

- **Education:** Ph.D. (or foreign equivalent) in business or a related field.
- **Academic accomplishment:** Record of achievement that merits appointment at the rank of professor in the School of Business at UW Bothell. School of Business promotion and tenure guidelines: <https://www.uwb.edu/business/about/guidelines-for-promotion-and-tenure>.
- Possess exceptional organizational, interpersonal, written, and oral communication skills.
- At least one (1)-year prior administrative and leadership experience in business or academia, in a large and complex environment.

Application Instructions

All applications are to be submitted in Interfolio and should include, as separate

documents, a CV, a diversity statement, and a letter of interest addressing the themes in this profile. **Priority consideration is given to applications received on/before February 7, 2025.**

To apply, please visit: <https://apply.interfolio.com/161659>.

Nominations and inquiries can be directed to the Greenwood Asher & Associates consultants assisting the University of Washington Bothell in this recruitment:

Jim Johnsen jimjohnsen@greenwoodsearch.com, or

Ann Bailey annbailey@greenwoodsearch.com.

Equal Employment Opportunity Statement

University of Washington is an affirmative action and equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, creed, religion, national origin, sex, sexual orientation, marital status, pregnancy, genetic information, gender identity or expression, age, disability, or protected veteran status.

Benefits Information

A summary of benefits associated with this title/rank can be found at <https://hr.uw.edu/benefits/benefits-orientation/benefit-summary-pdfs/>. Appointees solely employed and paid directly by a non-UW entity are not UW employees and are not eligible for UW or Washington State employee benefits.

Commitment to Diversity

The University of Washington is committed to building diversity among its faculty, librarian, staff, and student communities, and articulates that commitment in the UW Diversity Blueprint (<http://www.washington.edu/diversity/diversity-blueprint/>). Additionally, the University's Faculty Code recognizes faculty efforts in research, teaching, and/or service that address diversity and equal opportunity as important contributions to a faculty member's academic profile and responsibilities (<https://www.washington.edu/admin/rules/policies/FCG/FCCH24.html#2432>).

Privacy Notice

Review the University of Washington [Privacy Notice for Demographic Data of Job Applicants and University Personnel](#) to learn how your demographic data are protected, when the data may be used, and your rights.

Disability Services

To request disability accommodation in the application process, contact the Disability Services Office at 206-543-6450 or dso@uw.edu.