



EXECUTIVE SEARCH

**Dean of Students**









# Dean of Students

## *Executive Search*



**Lander University**, a comprehensive regional public university in South Carolina, seeks an experienced administrator and proven leader to serve as the **Dean of Students**. Applications and nominations are being accepted.

.....

### **THE OPPORTUNITY**

For over 150 years, Lander University has been preparing graduates for their chosen career paths. Today, the University offers exceptional educational opportunities in business, education, science, nursing, and an extensive set of professional programs, along with traditional liberal arts programs.

Currently serving nearly 5,000 students, Lander is one of the fastest-growing institutions of higher education in South Carolina. Continued growth is anticipated.

Lander University seeks a Dean of Students. The Dean of Students (DOS) is a highly visible and vital member of the University's leadership team who oversees a wide range of services and programs available on campus for undergraduate and graduate students. The DOS provides the overall vision, planning, strategic direction, and management to areas related to students' holistic well-being and engagement, including Counseling Services, the Wellness Center, residence life, student conduct and community standards, crisis response, Title IX, and the CARE team.

This position reports directly to the provost and is a member of the president's expanded Cabinet. The Dean of Students brings a strategic and proactive approach to leading this important division.



## **Lander University**

### *Mission Statement*

Lander University offers high-demand and market-driven programs to ambitious and talented students in South Carolina and beyond. These programs are delivered in a rich liberal arts environment to produce highly qualified and marketable graduates.

# Dean of Students

## *Executive Search*

### **Duties and Responsibilities:**

#### **CARE(Collaboration, Assessment, Response & Evaluation) Team**

Provide training for the Behavior Intervention Team and assemble weekly meetings to engage in student case management and threat assessments as needed.

Lead the University's Behavioral Intervention Team and promote its utilization among students, faculty, and staff to evaluate and appropriately intervene with those whose behavior may be harmful or disruptive to themselves or others.

#### **Title IX**

Serve as the University's Title IX Coordinator.

Oversee all complaints of sex discrimination and identifying and addressing any patterns or systemic problems that arise during the review of such complaints.

#### **Student Conduct**

Respond directly in cases of student crises.

Oversee all student conduct cases, including training conduct hearing officers and adjudicating cases in conjunction with the student code of conduct, Title IX, and in partnership with Human Resources.

Maintain and administer the University's code of student rights, responsibilities, and conduct, including a yearly revision of policies and procedures.

Provide guidance, expertise, and management on matters related to the student code of conduct, student rights and responsibilities, the process of adjudication, and alternative dispute resolution.

Serve as a resource to University faculty and staff in dealing with students' disruptive behavior within and outside the classroom.

#### **Housing & Residence Life**

Responsible for student housing and residential life.

More than 1,750 students call Lander home. Students live in 10 residence halls and living-learning communities with traditional, suite, and apartment-style options.

#### **Health & Wellness**

Lead the following key units: Counseling & Psychological Services, Student Health, Wellness, and Student Government.

Work closely with our colleagues to ensure that outreach and support programs, policies, and practices regarding student mental health and wellness are cohesively included in all aspects of the student experience and reflect current relevant research and national best practices.

#### **Supervision**

Provide leadership and direction in the strategic supervision and management of the Dean of Students Office; oversee the activities, operations, communication, and fiscal integrity of all programs administered by the Office.

Establish and implement short- and long-range department goals, objectives, policies, budgets, and operating procedures.

Oversee and perform department/program assessments and evaluations to determine effectiveness, and implement corrective action as required for improvement.

Design, establish, and maintain staffing and an organizational structure to effectively accomplish department functions; recruit, employ, train, supervise, and evaluate department staff.

Ensure effective business operations and manage funds by preparing the annual budget, monitoring expenditures, and submitting required fiscal reports.

Remain competent and current through self-directed professional reading, developing professional contacts with colleagues, attending professional development courses, and attending training and/or courses as directed by the supervisor.

#### **Other**

Develop comprehensive programs and services that foster resilience and purpose while enhancing each student's ability to relate mutually and meaningfully with others.

Provide direction, intervention, and prevention for students in need, including intervening in collaboration with mental health staff, providing student advocacy, and working with staff and students affected by the crisis; serve in an on-call capacity; identify and implement interventions in the best interest of students and the University community.

# Dean of Students

## *Executive Search*

### Other duties (cont'd)

Provide training and information to students, faculty, staff, parents, and external stakeholders regarding student wellbeing, resources, rights, responsibilities, and overall experience.

Recommend and participate in the development of University policies and procedures.

Serve as a member of the University's expanded Cabinet, and other duties as applicable.

Assist with emergencies involving the death of students, attempted and/or actual suicides, and other emergencies (e.g., bomb threat or possession of weapons on campus or at University activities and events) by coordinating the appropriate response to such emergencies that may include notification of parents, determining what additional University personnel need to be notified and involved, and issuing suspension from classes if necessary.

Serve, along with the Vice President for Student Experience and Quality Assurance, as a resource to parents who have concerns about their children who are students at Lander University.

Contribute to the overall success of the Division of Student Affairs by performing all other duties as assigned by the provost.

Manage the University's Food Pantry.

Serve as Campus Security Authority as outlined by the Clery Act.

Assist with compiling data and complete records to comply with the Clery Act.

Address Section 504 complaints.

Act as communications liaison between students and the administration.

Assure compliance with laws and regulations and minimize institutional liability by systematically reviewing University compliance with federally-mandated reporting and disclosure requirements, including: production and dissemination of the annual notice on Drug-Free Schools and Communities; remaining knowledgeable of federal, state, and local laws and regulations affecting areas of responsibility; creating and modifying policies, procedures, and practices in order to become/remain compliant; and advising others in the interpretation and application of laws and regulations.

# Dean of Students

## *Executive Search*

### Qualifications

Candidate must have a master's degree and a minimum of 10 years of experience, including progressively responsible positions within an educational setting and management experience in a student affairs or similar setting.

A long-standing commitment to the needs of students from a variety of backgrounds and an understanding of the resources necessary to provide a campus living experience that supports their intellectual growth, physical and mental health, and cultural practices.

Ability to work effectively, respectfully, creatively, and collaboratively in a highly complex, challenging environment.

Proven skills as a manager, with demonstrated ability to mentor and support staff and provide successful oversight of people and space.

Sincere engagement with students and the campus community; a strong, visible presence and active participation in a range of campus activities; the ability to engage with students in variety of settings.

A liveliness of intellect and a commitment to engage collaboratively with faculty members and to respond effectively to their needs and concerns.

Wisdom and judgement; the capacity to make and stand by difficult decisions, always mindful of the need for fairness, consistency, and the potential impact of each decision on individuals and the broader community.

Proven ability to manage through crises with composure, discretion, and a sense of responsibility and respect for students, families, and the institution.



# Dean of Students

## *Executive Search*



### Lander University Leadership

## President Richard E. Cosentino

Richard E. Cosentino, Ph.D., began his tenure as Lander University's 12th president on July 1, 2015. He has over 30 years of experience in higher education as a senior administrative and financial executive and a background in fundraising, enrollment management, and governmental relations.

Dr. Cosentino came to Lander from the University of North Carolina at Pembroke (UNC-P), where he was the Vice Chancellor for Finance & Administration. He was responsible for strategic management and leadership in over a dozen areas, including budget and financial planning, information technology, human resources, risk management, procurement, and facilities management. A native of Baltimore, MD, Dr. Cosentino has a Bachelor of Science in business administration with a major in finance and a Master of Business Administration with a major in strategic financial planning from the University of Baltimore in Maryland. He earned a Ph.D. in engineering from The George Washington University (GWU) in Washington, D.C.

Prior to UNC-P, Dr. Cosentino was an Assistant and Associate Vice President for Finance and Administration at GWU and Vice Dean for Finance and Administrative Affairs in the University's School of Engineering and Applied Science. He also worked as a Senior Budget Manager at Johns Hopkins University School of Medicine and as a Senior Administrator and Director of Budget and Finance at the University of Maryland School of Medicine. He has presented at national conferences, addressing contemporary issues affecting higher education. His particular interest is the fielding of complex enterprise class systems in higher education environments.



# Dean of Students

## Executive Search



### Lander University

Established in 1872, Lander University is experiencing unprecedented growth, as evidenced by a 26% increase in freshman enrollment over the previous fall, and over 60% increase since Dr. Cosentino's arrival. More than 91% of Lander's students are South Carolina residents, with every county in the state represented.

Ranked third among regional public colleges in the South by *U.S. News and World Report*, Lander offers more than 60 areas of study, including 16 signature academic programs in fields that are emerging and in high demand. In addition to its academic programs in Arts & Humanities; Behavioral & Social Sciences; Business; Education; Science & Mathematics; and Nursing, the University has an Honors College that offers academically accomplished students challenges both inside and outside the classroom.

A robust selection of pre-professional programs is offered in dentistry, law, medicine, occupational therapy, optometry, pharmacy, physician assistant, and veterinary medicine. Students can also participate in a variety of study abroad opportunities, from Central and South America to Europe, Asia, and beyond.

The University has more than 500 full- and part-time faculty and staff. The campus is a close-knit community of professionals who work together toward the same goal of providing the best educational experience for students.

Lander's athletic teams are continually ranked in the top 25 in the country and are highly competitive in the Peach Belt Conference and NCAA Division II. Lander student-athletes also score high in the classroom, as many are listed on the Peach Belt Conference Presidential Honor Roll.

For additional information, visit the University's website at [www.lander.edu](http://www.lander.edu).

### Greenwood, South Carolina

Lander University is located in Greenwood, a beautiful, thriving county of some 70,000 residents nestled in South Carolina's Upstate region. The city has a high quality of life, with affordable quality housing and public and private schools. The area offers 100-plus restaurants, shopping malls, an art center, community theatre, movie theaters, parks, festivals, golf courses, fitness centers, and museums.

Greenwood is home to a number of regional festivals, including the nationally acclaimed Festival of Flowers and the Food Network-featured Festival of Discovery. The area also offers plenty of recreational options, including the beautiful 11,000-acre Lake Greenwood. The mild winter weather permits year-round outdoor recreation. Larger cities, Atlantic coast beaches, and the mountains are easily accessible with three major roadways serving the city.

### Greenville, South Carolina

America's "Next Big Small Town" according to *People* magazine is also a top-ranked spot for foodies and travel, and it's one of America's fastest-growing cities. Discover all that its burgeoning and much-bragged-about downtown has to offer. Downtown Greenville is just 60 minutes from Lander's main campus, and is home to concert venues, the Greenville Symphony Orchestra, more than 1,000 restaurants, several minor league sports teams, the Swamp Rabbit system of multiuse trails, and much more.

### Upstate South Carolina is Growing

The Upstate of South Carolina is home to some of the most beautiful natural resources in the country, including beautiful Lake Greenwood. Greenwood is located centrally and provides easy access to hiking, biking, waterfalls, and a wide variety of events, festivals, and concerts that provide exceptional quality of life along untouched natural beauty.



LU