

Associate Dean Graduate Studies
American University in Dubai

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Posted Nov. 27, 2024, set to expire Mar. 31, 2025

Job Title	Associate Dean Graduate Studies
Department	Mohammed Bin Rashid School for Communication
Institution	American University in Dubai Dubai, , United Arab Emirates
Date Posted	Nov. 27, 2024
Application Deadline	Open until filled
Position Start Date	Fall 2025
Job Categories	Associate/Assistant Dean
Academic Field(s)	Communication Humanities - General
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Job Description	

Associate Dean Graduate Studies, Mohammed Bin Rashid School for Communication

The Mohammed Bin Rashid School for Communication (MBRSC) at the American University in Dubai invites qualified applicants for the position of Associate Dean Graduate Studies to begin in the Fall 2025 semester. The MBRSC offers a Bachelor of Communication and Information Studies and an MA in Leadership and Innovation in Contemporary Media.

The Associate Dean is responsible for providing leadership within the MBRSC in all aspects related to graduate education and continuous improvement; graduate teaching effectiveness and faculty

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development; external engagement with relevant stakeholders in emerging media; research and creative activities within the school; and the MBRSC strategic planning process for graduate education and research/ creative work, both long and short term.

The successful candidate should have:

- Terminal degree from an accredited Western University in a discipline represented in the MBRSC (Media Studies, Communication, Media Management, or similar fields).
- Demonstrated record of excellence in teaching, research and service.
- Significant work experience outside of academe (preferably).
- Experience in curriculum development, program expansion, outcomes assessment and reporting for institutional effectiveness accreditation processes.
- Experience in student recruitment and retention.
- Experience in faculty recruitment, development and retention, as well as sound fiscal management.
- Excellent interpersonal skills.
- Leadership abilities.
- Ability to think strategically, analytically and creatively.
- Ability to work with multiple and diverse constituents.

The compensation package for this position is competitive and is based on the expatriate model. Besides tax-exempt basic salary, it includes housing, annual two-way airfare, health / life insurance, professional memberships, conference attendance expenses, assistance with children's tuition, and other components.

The American University in Dubai is a private, non-sectarian institution of higher learning founded in 1995. It serves UAE nationals and international students who seek world-class career-oriented education. AUD, as an international institution of higher education, encourages global understanding by providing an atmosphere of cultural diversity and opportunities for an international education.

Applications will be accepted and evaluated until this position is filled.

Interested candidates are invited to submit their applications through [AUD's Recruitment Portal](#), where they can create their profiles and provide the necessary documents.

- Cover letter
- Updated CV
- Statement of teaching philosophy
- Statement of research

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- Contact information of three (3) academic/professional references

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

Dubai
United Arab Emirates