

**JOB TITLE:** Dean, School of Health Sciences

**LOCATION:** Doha, Qatar

**DEPARTMENT NAME:** School of Health Sciences

**END DATE OF ADVERTISEMENT:** MAY 30, 2019

**COLLEGE/DEPARTMENT PROFILE:**

The College of the North Atlantic - Qatar is inviting applications for the position of Dean, School of Health Sciences. Reporting to the Vice President, Academic, the Dean, School of Health Sciences must be a proven leader with the skills and expertise necessary to support the School of Health Sciences in all the academic affairs of the college and fully implementing the College's mission and vision.

**COLLEGE OF THE NORTH ATLANTIC - QATAR PROFILE:**

The beautiful and culturally progressive State of Qatar is home to the world-class post-secondary institution, College of the North Atlantic-Qatar (CNA-Q). Internationally recognized as a comprehensive technical college, CNA-Q is committed to high quality, student-centered education. This commitment is reflected through state-of-the-art facilities, accessible and responsive technology programs and strong partnerships with industry.

With more than 600 staff and 3,000 students, CNA-Q is one of Qatar's largest post-secondary institutions offering over 30 diploma programs through student-centred learning. By providing training in a range of technical areas including Engineering Technology, Health Sciences, Industrial Trades, Business Studies and Information Technology, CNA-Q brings the State closer to the goals of Qatar National Vision 2030.

**DUTIES & RESPONSIBILITIES:**

This position requires an energetic and enthusiastic individual who will lead the development of a strategy and plan that ensures the success of the School of Health Sciences and manage the school's performance in line with the plan and set objectives. The incumbent is also required to take full responsibility for overseeing the academic, administrative, and financial matter within the school. This includes providing leadership and direction to staff and faculty to meet the expectations of program delivery; fostering educational promotional activities and partnerships in the State of Qatar and emphasize the importance of TVET education; maintaining relevant external industry relationships important to program design and content, as well as faculty and students.

Candidates should have an outstanding record of industry experience in Health Sciences and possess the qualifications necessary to be successful in the role of Dean, School of Health Sciences. The successful

candidate is responsible to provide academic leadership in the Health Sciences programs in fulfilling the College's mission, vision and strategic plan. Candidates will develop and implement an annual Academic School Strategic Plan and lead the policy development initiatives for the School in conjunction with the colleges Executives. Responsibilities also include developing, delivering and evaluating programs in the School while providing strategic leadership to all quality assurance and accreditation activities, establishing positive partnerships with businesses and government bodies.

Candidates will and act as a mentor for students by participating in student events and promote non-traditional learning activities, attend leadership and management meetings and participate in initiatives to support CNA-Q's strategic goals. Responsibilities also include establishing Program Advisory Committees to maximize opportunities for industry collaboration.

The Dean, School of Health Sciences will resolve sensitive inquiries by students and faculty in accordance with the professional code of ethics and prepare an annual academic report on the performance of the School's academic programs, plan financial resources and lead the establishment of Key Performance Indicators (KPIs) for the School.

Candidates will provide professional development support and perform periodic performance reviews for direct subordinates to contribute to the development of employees, develop workforce plans for Academic units in collaboration with the Human Resources Department and have excellent organizational, leadership, decision-making, delegation and communications skills as well as the ability to act as a mentor to team members.

#### **REPORTING RELATIONSHIPS**

Reports Directly to: Vice President, Academic

Direct Reports: Deans Administrative Assistant, Chair (Medical Radiography, Respiratory Therapy, Dental Hygiene), Chair (Advanced Care Paramedicine, Environmental Health, Occupational Health Safety and Environment), Chair (Pharmacy Technician, Diabetes Education – Advanced Post Diploma/Degree, Continuing Professional Development, Laboratory Technicians (II & III), and Dental Assisting Equipment and Supplies Clerk

#### **QUALIFICATIONS**

##### **EDUCATION AND CERTIFICATIONS:**

Doctorate degree in a relevant health discipline from a recognized, accredited institution.

##### **EXPERIENCE:**

- A minimum of five (5) years of employment experience as a practitioner/professional within the relevant discipline.
- Eligible professors and associate professors who have exhibited consistent exceptional performance.

##### **LANGUAGE:**

- Fluency in written and spoken English language required.
- Fluency in written and spoken Arabic language is preferred.

##### **OTHER REQUIRED SKILLS:**



- Demonstrably outstanding record of accomplishment of leadership and management in a post-secondary institution. Experience in accreditation and planning of college courses and programs.
- Good understanding of teaching, learning and student experience is required.
- Strong leadership skills with a desire to achieve organizational success and to lead by example is required. Collaborative decision-making and a high standard of professional integrity.
- A proactive can-do attitude to work and good time management is essential. The candidate should have the ability to anticipate change and effectively manage quality and risk at all times. Effective resource management is essential.
- Commitment to positive relationship building and effective working relationships across all levels of the organisations is required.
- Knowledge of faculty workforce planning is required and knowledge of sourcing and recruitment is desirable.
- A commitment to ongoing training and continuous professional development is desirable.
- Candidates should demonstrate explanatory communication and interpersonal skills.

**BENEFITS:**

- Internationally competitive income (salary is commensurate with experience).
- Furnished accommodation (in accordance with CNA-Q HR policies).
- Annual air ticket to home country (for employee, spouse and up to three children under age 18).
- Educational allowance for candidate's children in accordance with CNA-Q HR policies.
- Group health insurance in accordance with CNA-Q HR policies.
- Annual Leave in accordance with CNA-Q HR policies.

**HOW TO APPLY:**

Applications should be submitted via our online application portal at <https://careers.cna-qatar.com/en/job-search-results/>.