

Vice-Dean, Basic & Public Health Sciences Queen's Health Sciences

Queen's Health Sciences (QHS) invites internal applications for the position of Vice-Dean, Basic & Public Health Sciences. Reporting to the Dean, the successful candidate will be responsible for contributing to the strategic direction of non-clinical faculty, departments and programs in the School of Medicine. We are searching for an individual with demonstrated leadership experience, who will have the opportunity to ensure integrated planning, development and implementation of human resources strategies and management as it pertains to QUFA (Queen's University Faculty Association) faculty members in the School of Medicine.

As a member of the QHS Decanal Team, the Vice-Dean, Basic & Public Health Sciences will oversee and provide guidance and expert advice to the undergraduate health sciences programs (BHSc, LISC/BCHM) and the graduate programs within the School of Medicine. The ideal candidate will exhibit excellent relationship building skills and demonstrated leadership experience, with the ability to represent and advance the academic interests of QHS and the School of Medicine.

Working closely with the QHS Department Heads, the Vice-Dean, Basic & Public Health Sciences will oversee the recruitment, renewal, tenure, and promotion (RTP) processes for non-clinical faculty, as well as the performance and merit processes for QUFA faculty in the School of Medicine. The successful candidate will be a strategic thinker and problem solver, with knowledge of the operational and governance structures of the university. The preferred candidate will also have demonstrated experience in collective agreement and university policy interpretation as it relates to the non-clinical departments and programs in the School of Medicine.

The Vice-Dean, Basic & Public Health Sciences will support the University's commitment to equity, diversity, and inclusion, Indigeneity, and accessibility through the development and implementation of initiatives designed to foster inclusivity within an interdisciplinary and collaborative work environment. They will foster the development of collegial relationships and liaise with stakeholders and central university services, to identify and advance opportunities for efficiency, partnership and collaboration in the basic and public health sciences programs, departments and QHS wide.

The anticipated time commitment for the Vice-Dean, Basic & Public Health Sciences will be a 0.4 FTE position. The term of the appointment is five years, renewable upon successful review.

Applications must be accompanied by a letter summarizing leadership and administrative experience, a curriculum vitae, the names and full contact information of three referees, and a letter from the applicant's Department Head/Director in which the Head/Director expresses their support for the application. Applications are to be directed to: Dr. Jane Philpott, Dean, QHS, c/o Kristy Lodewyks, Senior Staffing Officer, QHS (kristy.lodewyks@queensu.ca). Review

of applications will commence **May 15, 2023** and will continue until the position is filled. ***Prospective candidates are encouraged to contact Kristy Lodewyks to request a detailed copy of the role description.*** Support to applicants with disabilities, including accommodation that considers an applicant's accessibility needs, will be provided in the recruitment processes. If you require accommodation during the interview process, please contact Kristy Lodewyks, as indicated above.

The University invites applications from all qualified individuals. Queen's is strongly committed to employment equity, diversity, and inclusion in the workplace and encourages applications from individuals who self-identify as members of equity-deserving groups, including women, Indigenous Peoples, persons living with disabilities, racialized communities, and members of 2SLGBTQIA+ communities. Queen's is committed to fostering an institutional culture which recognizes and respects the equal dignity and worth of all who seek to participate in the life, work, and mission of the University. Visit [Inclusive Queen's](#) for information on equity, diversity and inclusion resources and initiatives.