

Professional Opportunity



Campus College Chair College of Graduate Business and Management --- Indianapolis, Indiana

University of Phoenix, as a subsidiary of Apollo Group, Inc., has established itself as an innovator and a leader in higher education. We have a network of campuses that span North America and online classes that students can take around the world. As a fully accredited university, we provide students with relevant curriculum taught by faculty with experience in the fields they teach. Here, working students have the opportunity to get an education, whether their goal is an associate's, bachelor's, master's or doctoral degree.

Position Summary

This position is accountable for the overall campus management of the respective Academic Affairs program(s). It ensures the quality and integrity of the program(s) at new and existing campuses and learning centers.

Primary Accountabilities

The chair participates in the selection, assessment, certification, mentoring, evaluation and training of campus faculty. He/she may also participate in the selection, orientation, and training of campus personnel. The chair supervises activities of lead faculty, area chairs and instructors assigned to the College. The chair develops and maintains the quality and integrity of the College's Programs. This position is accountable for program integrity and implementation at existing campuses, as well as new campuses and learning centers. The chair develops and maintains strong relationships by serving as a program resource for campus staff, faculty, and students, as well as a liaison to central administrative academic affairs staff. The chair responds to student issues and concerns, and counsels them into other University programs as necessary. The chair serves as a core administrative faculty member teaching within the program curricula. The chair participates and may lead task forces and committees to represent and address academic concerns to campus management team and/or central administration. This may include participating in the planning, implementation, and coordination of campus and/or regional activities to maximize service quality effectiveness and efficiency. The chair represents the organization as appropriate in its relationship with the community by participating in targeted events, conferences, meetings, and workshops. This includes developing and maintaining active linkages with agencies and educational institutions to promote positive relationships and to facilitate articulation between the University's programs and those of other institutions and/or agencies.

Knowledge Skills & Abilities

Qualified candidates must hold a regionally accredited doctoral business degree, have a minimum of five (5) years recent working experience in business or a related field, and a minimum of two (2) years significant experience in teaching, business administration, or administration at a regionally accredited college or university. Knowledge of adult education principles/practices, curriculum development, and business-related academic content areas is preferred. Qualified candidates must be able to demonstrate evidence of skill in operations systems management, and a high level of problem solving and decision-making abilities to respond to student issues and concerns, evaluate students for retention, and counsel them into other University programs as necessary.

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