

# Emerson

## **Dean, Graduate & Professional Studies**

Emerson College invites applications and nominations for the position of Dean of Graduate & Professional Studies (GPS). Reporting to the provost, the dean is responsible for providing vision, leadership, and operational oversight of this dynamic and evolving part of the Emerson enterprise. The college's new president, [Dr. Jay M. Bernhardt](#), sees GPS as an area of strategic investment and growth, and its next dean will create and implement a plan for that growth in the context of the College-wide strategic planning process currently underway to be completed by Fall 2024.

### **Emerson College**

As its mission statement establishes, “Emerson College educates students to assume positions of leadership in communication and the arts and to advance scholarship and creative work that brings innovation, depth, and diversity to these disciplines. This mission is informed by core liberal arts values that seek to promote civic engagement, encourage ethical practices, foster respect for human diversity, and inspire students to create and communicate with clarity, integrity, and conviction.” These values guide and shape all Emerson programs whether for undergraduate, graduate, or professional students.

Founded in 1880 and spanning three distinct global campuses, Emerson College is steeped in the values of [equity, access, and social justice](#). It serves over 4,100 undergraduate and 1,500 graduate students. Its main campus is located in the heart of Boston's Theatre District and offers the entire Emerson community experiences that are sewn into the very fabric of Boston. Emerson's Los Angeles campus provides a West Coast experience for up to 215 junior and senior students pursuing semester-long internships related to their field of study in iconic Hollywood. The Kasteel Well campus in the Netherlands has been a hub for international scholarship and research for more than 35 years. Emerson enjoys strong partnerships with institutions across the world, including the Paris College of Art, which adds to the richness of the Emerson experience. Emerson also has its Emerson Prison Initiative (EPI), which works to democratize access to college education.

Emerson educates future leaders in the arts and communication; inspires generations of students to think boldly and creatively; and ensures that all students, faculty, staff, and alumni contribute powerfully to the cultural, social, political, and civic landscape. Deliberately committed to a grounding in the liberal arts and interdisciplinarity, the undergraduate curriculum enables students to pursue academic majors and programs such as Media Arts Production, Journalism, Creative Writing, Marketing, Theater, Communication Studies, Health & Social Change, Communication Science and Disorders, Publishing and Writing, Comedic Arts, an Interdisciplinary Studies (IDS) major, and many more.

Emerson's community is passionate and creative; its students are critical storytellers at a critical time. The College's new Dean of Graduate and Professional Studies has the opportunity to refine, amplify, and continue this remarkable story as the College embarks upon the process to develop a

new strategic plan and undertakes a strategic brand refresh. See the [facts sheet](#) for more information about Emerson.

### **Graduate & Professional Studies**

Graduate & Professional Studies is the division of Emerson College responsible for graduate-level degree programs and non-degree programs for a range of learners. The division serves a diverse array of students from high schoolers to lifelong learners as well as working professionals seeking to advance or redirect their careers, artists looking to develop their craft, and enterprise partners such as companies and not-for-profit organizations. GPS' portfolio features onsite/in-person, hybrid, and fully online offerings.

The division houses two areas of programming:

- [Graduate Studies](#) – offering 17 masters-level (MA, MS, and MFA) [degree programs](#) and eight for-credit certificate programs in a range of applied, professional fields. Each degree program is led by a graduate program director.
- [Professional Studies](#) – offering a variety of non-credit certificate programs and individual courses, pathway courses for high school students, and summer sessions focused on the arts and communication for undergraduate students seeking additional credits for a new or second major or a minor.

Degree programs are developed by faculty in collaboration with department chairs, school deans, and the Dean of Graduate and Professional Studies. The academic department is responsible for the conception, content, and instruction of each degree program. A faculty member from the primary department serves as the graduate program director for each program. The collaborations that lead to degree programs create dynamic, timely offerings that extend Emerson's reach beyond the full-time undergraduate student space.

In FY2022, over 1,700 graduate students were pursuing degrees at Emerson. The largest graduate-degree programs are the online and in-person MS in Communication Disorders (Speech@Emerson has been hugely successful since its 2018 launch), the in-person MFA in Creative Writing, the online MFA in Popular Fiction Writing & Publishing, and the in-person MA in Publishing & Writing.

Professional studies manages a portfolio of summer and year-long offerings that widen and enrich the Emerson community. In FY2022, 3217 individuals were enrolled in its programs. The Pre-College summer program provides an enriching 1-4 week communication or arts experience for high schoolers; popular offerings include creative writing, digital filmmaking, and musical theater. Graduate certificates are available as career advancement opportunities for working professionals (online or hybrid options). Noncredit online certificates in copyediting and digital media production are managed by Professional Studies. Copyediting is a particularly popular program, with courses selling out every semester. Professional studies works together with Department Chairs, Graduate Program Directors, and Undergraduate Curriculum Coordinators to manage summer course offerings for matriculating graduate and undergraduate Emerson students.

The Dean provides operational leadership of programs that are developed in the matrixed collaborations among GPS, the Dean of the School of Communications, the Dean of the School of the Arts, and the department chairs within these schools. The Dean and graduate program directors form the Graduate Council, which is responsible for academic program review and approval and for overseeing curricular changes in the programs. Several Emerson-wide administrative functions enable the work of the Graduate and Professional Studies division, including enrollment management, student services, marketing & communications, career services, and advancement offices.

Emerson's graduate programs are accredited by NECHE or by accreditors specific to their disciplinary areas. GPS does not hold tenure-line faculty appointments.

### **Key opportunities**

- Assess Emerson's current offerings in the graduate and professional space and identify strengths to invest in further and weaknesses to remedy
- Identify new program opportunities across the learner spectrum that can align Emerson's distinctive strengths and market demand
- Reconceive the professional studies portfolio as a coherent set of offerings that are individually and collectively distinctive
- Develop new synergies with Emerson's schools and colleges, particularly for interdisciplinary programs
- Explore the potential value of external partnerships to expand degree and non-degree offerings and to broaden enrollment
- Define and develop the College's strategy and implementation for executive education offerings
- Serve as a testbed for innovations in online and hybrid course modalities, refining approaches and tools that can inform Emerson's undergraduate and graduate offerings
- Further develop and scale Emerson's international offerings across the graduate and professional studies continuum by leveraging Emerson's international relationships and developing new ones, in partnership with the college's Internationalization & Equity team

### **Core responsibilities**

The Dean of GPS will embrace a core set of responsibilities and expectations; these include:

- Aligning the division's goals and resources to advance Emerson's mission at the post-baccalaureate level
- Championing the division's role in the education, research, and service missions of the College and advocating for the resources and recognition that are commensurate with that role
- Collaborating with College leadership, other academic deans, graduate program directors, and faculty to enhance existing academic programs, develop processes for reviewing existing programs and assessing student learning, and introduce innovative and scalable new interdisciplinary programs

- Ensuring that the division sustains the highest standards for student support and engagement services
- Aligning the structure of the division to meet current and future student and program needs, and supporting the faculty development of graduate program directors to address these needs
- Supporting and championing the College's efforts in equity, access, and social justice through faculty and staff hiring, curricular offerings, collaborations with other academic deans, and programs that further build an inclusive culture within Emerson

### **Qualifications and Competencies**

The successful candidate will be creative, entrepreneurial, collaborative, and interested in exploring the broad opportunities for Graduate & Professional Studies at Emerson. They will know how to realize a vision and work effectively across organizational boundaries, and will bring experience envisioning, creating, supporting, and managing exciting, innovative, and inclusive programs within a dynamic, complex, and distributed academic enterprise. They will be drawn to the College's mission and values and will understand and embrace its commitment to student success and equity, access, and social justice. The successful candidate must have demonstrated success advancing equity, access, and social justice and engaging and working effectively with faculty, students, staff, and alumni from diverse backgrounds.

### **Required qualifications**

- A record of establishing successful degree and non-degree programs, preferably at the post-baccalaureate level
- The ability to set goals and priorities and to make and implement tough decisions
- A can-do spirit combined with a strong team orientation, vision, and a grasp of market dynamics, and the evolving higher-education landscape
- Excellent management and organizational skills
- A proven record of accomplishment in a leadership role in academia or in the private sector, including a track record of achieving visibility for successful initiatives
- An even-handed management style with strong delegation and team-building skills
- Demonstrated commitment to equity, access, and social justice throughout their career, including in supporting, promoting, and retaining a diverse team of academic and administrative staff, and student success across a diverse student body
- An understanding and grasp of budgeting and financial planning, including experience leveraging, developing, managing, and advocating for resources
- Excellent judgment of the character and potential of people and a proven record of recruiting, mentoring, promoting, and retaining high-performing professionals
- Appreciation for the breadth and range of fields represented within Graduate and Professional Studies

### **Preferred qualifications**

- A terminal graduate degree and academic / professional credentials suitable for tenure

**To Apply**

Emerson College has retained Opus Partners ([www.opuspartners.net](http://www.opuspartners.net)) to support this recruitment. Craig Smith, Partner, and Abigail Maynard, Senior Associate are leading the search. Inquiries, applications, and nominations should be sent to [abigail.maynard@opuspartners.net](mailto:abigail.maynard@opuspartners.net). The search process will unfold with the greatest possible attention to candidate confidentiality. Required application materials include a CV and cover letter. The cover letter should reflect how a candidate's qualifications and experience match those described in this leadership profile, including examples of a demonstrated commitment to advancing equity, access, and social justice. Application review will begin on March 1, 2024, and continue until the position is filled.

Emerson College strives to create an institutional culture that is inspiring and exuberant. Emerson believes in co-creating a learning and working environment that is equity-centered where people can find authentic community, engage in authentic growth, and be their authentic selves. As a community of storytellers, Emerson continually strives to cultivate a community that draws upon the widest possible pool of talent, fully embracing individuals from varied cultures, races, abilities, gender identities, sexual orientations, linguistic backgrounds, socioeconomic statuses, life experiences, nationalities, perspectives, beliefs, and values. To that end, Emerson wants to retain talent that is prepared to operate effectively in a diverse institutional environment that holds these values.

Emerson College does not discriminate on the basis of race, color, national origin, ethnicity, sex (under Title IX), pregnancy, sexual orientation, gender identity/expression, including transgender identity, religion, disability, age, genetics, active military or veteran status and any other characteristics protected under applicable federal or Massachusetts law in the administration of its educational or employment practices, programs or activities.