

**POSITION NOTICE
SWCID CAMPUS**

POSITION: PROVOST #11-308

NOTE: OFFICIAL TRANSCRIPTS AS WELL AS ANY OTHER DOCUMENTS DISCLOSING CREDENTIALS PERTAINING TO THIS POSITION WILL BE REQUIRED. WILL BE SUBJECT TO A CRIMINAL BACKGROUND CHECK.

EXPERIENCE AND OTHER QUALIFICATIONS REQUIRED: Master's degree required. Doctorate preferred with additional hours recognized. 10 years related experience required. Administrative experience including community relations, program development, budgeting, and E Learning. Strong interpersonal skills and understanding of the SWCID community. Must have the desire to explore and acquire new knowledge to further the needs of the campus. Proficiency in American Sign Language and comprehensive understanding of Deaf culture and education. Demonstrated ability to provide creative leadership and a commitment to the principles of Continuous Quality Improvement.

DESCRIPTION OF JOB DUTIES: The Provost of SWCID is responsible for the operation of SWCID under the guidance of the District President. The Provost of SWCID will provide leadership for the campus and supervise campus compliance with all HCJCD policies and procedures; interface with deaf education and community leaders to promote the SWCID community; serve as a member of the Administrative Cabinet and other internal and external councils and committees as well as the SWCID Foundation. The Provost is the lead administrator on issues related to SWCID and Deaf culture and education, also serving as a resource for disability questions in the district.

SALARY RANGE: Commensurate with education and experience

POSITION AVAILABLE: Immediately

APPLY TO: HOWARD COUNTY JUNIOR COLLEGE DISTRICT
HUMAN RESOURCES OFFICE
1001 BIRDWELL LANE
BIG SPRING, TX 79720
(432) 264-5100 phone
www.howardcollege.edu

POSTED: February 8, 2012

It is the intent of the Howard County Junior College District to provide equal employment opportunity for all persons regardless of race, color, national origin, sex, disability, age, religion or veteran's status or any other protected class. Contact the Personnel Office if assistance is needed during the application process.

The Immigration Reform and Control Act of 1986 requires all employees hired after November 6, 1986 to provide proof of identity and eligibility to work in the United States.