



**DEAN  
COLLEGE OF EXTENDED LEARNING**

California State University, San Bernardino invites nominations and applications for the position of Dean of the College of Extended Learning. The Dean manages a full-time staff of 21 and oversees an annual operating budget of over \$4 million and is also responsible for the programmatic, financial, marketing and other administrative functions of the College of Extended Learning. The Office of Extended Learning offers a variety of educational services and self-supported programs to those within its service area with unmet educational needs. These include credit and non-credit activities offered through Summer Session, Extension Programs, Conference Services, Open University, the American Culture and Language Program (ACLP) and International Extension Programs (IEP), which offer regularly scheduled and customized short and long-term language and professional training programs for students and professionals from across the world. In addition, the Dean represents the College of Extended Learning to the University and its external constituencies.

The Dean of Extended Learning reports to the Provost and Vice President for Academic Affairs, is a member of the Provost's Academic Affairs Council, the President's Administrative Council, and works closely with others in Academic Affairs and Student Affairs.

Candidates should possess:

- An earned doctorate or at least five years of experience in the field of continuing education in a university setting;
- Successful experience in university or administrative settings including strategic planning, policy development, and personnel and budgetary management;
- Knowledge of higher education issues and trends, particularly as they concern continuing education and its mission within the context of the Academy;
- Experience in marketing and building relationships with a wide variety of constituents;
- Ability to interact effectively in a culturally and ethnically diverse community;
- Strong entrepreneurial skills for the development and implementation of innovative delivery systems and educational programs, including those within a distance/distributed learning environment.

California State University, San Bernardino, a comprehensive regional university, is one of the fastest growing of the 23 CSU campuses with approximately 18,000 students, 435 full-time faculty, and 47 undergraduate and 29 graduate degree programs/ The University consists of the Colleges of Business and Public Administration, Natural Sciences, Education, Arts and Letters, and Social and Behavioral Sciences. Off-campus programs are offered at the Palm Desert Campus. The University is situated 70 miles east of Los Angeles, offering easy access to beaches, mountain and desert resorts. The rapidly expanding metropolitan area offers a wide variety of cultural and recreational opportunities. Housing costs are significantly below those of Los Angeles and Orange Counties.

Compensation is competitive and commensurate with experience and qualification. Review of applicants will begin February 1, 2010, and will continue until the position is filled. The applicant is asked to submit a resume accompanied by the names, e-mail addresses, and telephone and fax numbers of three references. Please forward applications and nominations (electronic submittals are preferred – send as Word attachments) to [celdeansearch@csusb.edu](mailto:celdeansearch@csusb.edu) or mail to:

Dean Karen Dill Bowerman  
Office of the Provost and Vice President for Academic Affairs  
Chair, Dean of Extended Learning Search Committee  
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San Bernardino, CA 92407-2397

*California State University, San Bernardino is an Equal Opportunity Employer, and has a strong institutional commitment to the principle of diversity in all areas. In that spirit, we are particularly interested in receiving applications from a broad spectrum of qualified people who are representative of the diversity of California. California State University, San Bernardino, hires only those individuals who are lawfully authorized to accept employment in the United States.*