
Assistant Vice-Provost (Student Affairs) & University Registrar

Dalhousie University is one of Canada's leading research-intensive universities and the Atlantic region's only member of Canada's [U15](#). Its vibrant, open community of 13 Faculties, 6,000 faculty and staff and 18,500 students are connected, through collaboration and partnership, with researchers, industry, governments, non-profit agencies and universities around the globe. Dalhousie is an influential driver of the region's intellectual, social and economic development, with campuses in Halifax and Truro and a satellite of its Medical School in Saint John, New Brunswick. Its student population is diverse: more than half the student body comes from outside Nova Scotia and more than 3,000 are international students. The university, poised to celebrate 200 years of pioneering academic excellence in 2018, is united in a purpose-driven quest to make a lasting impact on the world, through a shared passion for teaching and learning, a commitment to the highest levels of research and a dedication to serving local, national and international needs. For four consecutive years, Dalhousie University has been named one of Canada's Top 100 Employers. For more information about Dalhousie, visit www.dal.ca.

Reporting to the Vice-Provost Student Affairs, the Assistant Vice-Provost (Student Affairs) & University Registrar plays a key strategic leadership role within the University, with a direct role in shaping the vision for, and executing on, the university's strategic enrolment management plan. As AVP & University Registrar, you will lead the development of national and international recruitment strategies, will be fully aware of trends within postsecondary education provincially, nationally and internationally, and will understand how these changes impact registrarial and recruitment functions in a university. You will lead a dynamic and dedicated team of over 85 full-time and 60 part-time staff. You will work closely and collaboratively with faculty, students and other senior leaders within key internal and external stakeholder groups and partners to continually improve registrarial and enrolment support service provision. You will leverage institutional data to drive strategic, evidence based policies and plans. As the institution's custodian for academic standards, you will ensure the highest level of academic integrity and adherence to academic policies set by Senate.

As the ideal candidate, you are a strategic leader with a track record of success in progressively senior roles within a post-secondary environment and a demonstrated commitment to excellence in post-secondary education and student experience. A true collaborator, you have proven your ability to build high functioning relationships with a diverse group of faculty, students, staff and administrators and to successfully work across Faculties, academic units, departments, campuses and with external partners. You have led complex functions of broad scope in a post-secondary context and you know how to successfully motivate and develop your team. Creative, solutions-oriented, and forward thinking, you are highly attuned to emerging post-secondary trends and technologies and are always identifying new opportunities to advance your institution. Above all, you have a passionate belief in Dalhousie and its role in Canada's post-secondary landscape.

If you are interested in this full-time continuing position in Halifax, with a competitive salary and benefits package, submit your resume online at <http://www.kbrs.ca/Careers/10827> or contact Andrea Forbes-Hurley or Erin Miller at 1.902.422.1140. Review of applications will begin in November 2016 and will continue until the position is filled.

Dalhousie University is committed to fostering a collegial culture grounded in diversity and inclusiveness. The University encourages applications from Aboriginal people, persons with a disability, racially visible persons, women, persons of minority sexual orientations and gender identities, and all candidates who would contribute to the diversity of our community.

Dalhousie University, Halifax, Nova Scotia, Canada, B3H 4R2
