

Dean, School of Arts, Humanities and Social Sciences
Madison Area Technical College

Direct Link: <https://www.AcademicKeys.com/r?job=260746>

Downloaded On: Aug. 6, 2025 8:14am

Posted Aug. 5, 2025, set to expire Dec. 2, 2025

Job Title	Dean, School of Arts, Humanities and Social Sciences
Department	Academic Affairs
Institution	Madison Area Technical College Madison, Wisconsin
Date Posted	Aug. 5, 2025
Application Deadline	September 7, 2025
Position Start Date	January 2nd, 2026
Job Categories	Dean
Academic Field(s)	Fine Arts - Other Administration - Other Social Sciences - Other Humanities - Other Administration - Academic Unit
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Job Description

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Dean, School of Arts, Humanities and Social Sciences

Current Madison College employees must apply to the internal career site by logging into Workday

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Job Posting Date:

August 4, 2025

Application Deadline:

Salary Information:

This is an exempt salaried position with starting pay between \$118,104 - \$137,972.

Salaries determined based on years of experience, internal salary equity, and a review of the applicant's employment and educational background.

Department:

Academic Affairs

Job Description:

Madison College in Madison, Wisconsin, invites applicants for the position of **Dean, School of Arts, Humanities and Social Sciences**. This position provides strategic leadership in academic program management, faculty and staff development and resource allocation in the assigned school to ensure high-quality, student-centered education. Success in this role involves overseeing curriculum development, financial planning and institutional collaboration to align programs with workforce needs and institutional priorities. This position contributes to institutional objectives by fostering an inclusive learning environment, building strong industry and community partnerships and implementing long-term strategies that enhance student success and operational effectiveness.

The Dean is a key senior leader on the Provost's Academic Affairs team.

As the **Dean, School of Arts, Humanities and Social Sciences** you will:

- Instill a clear vision to address current and future needs through programs, innovative instructional design, and curriculum within the School by providing leadership and facilitation of the vision and future strategic direction. Work to promote equity and inclusion within programs, schools, and the larger academic institution to foster success for all students and members of the college community.
- Actualize long- and short-term goals and objectives by developing and advancing budget priorities through clearly defined objectives. Facilitate the reallocation of resources and/or the acquisition of new district and/or outside funding resources.
- Positively impact enrollment goals and ensures that learning programs address the needs of

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students, business & industry, and the community by facilitating collaboration across the Academic Schools, including District economic and workforce development and cross program/cross discipline efforts supporting academic and student success priorities.

- Ensure that a diverse workforce is hired, trained, supported, and provided opportunities for professional development through appropriate and timely assessment processes. Manage faculty and/or staff of the School and oversee recruitment, hiring, promotion, transfer, retention, and disciplinary/separation processes.
- Engage in collaborative leadership contributions across the college. Serve on the Provost Executive Team and offer strategic-level insights to the overall excellence and advancement of the academic enterprise. Support College enrollment management efforts through School strategic planning.
- Ensure that student retention efforts successfully promote completion of student academic goals.

If you are looking for a fulfilling career that embodies your passion for working toward the success of our students, apply now!

Madison College believes every leader brings unique perspectives and experiences that enhance our ability to understand and engage with the world, tackle challenges, and develop innovative solutions.

REQUIRED DOCUMENTS: Resume, cover letter, responses to 2 supplemental questions **Failure to include these documents with your application submission will render your application ineligible.**

This position will be open until filled, with a first review date of September 7, 2025, at 11:59 pm. After this date, the recruitment may close without further notice. Interested applicants are encouraged to apply as soon as possible.

Interviews are expected to take place:

Round One Interviews (Virtual Format): September 24,25,26

Round Two Interviews (Virtual Format): October 14,15,16

Finalists will be invited to Madison October 28, 29, 30 to meet with stakeholders and tour our Truax Campus.

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- Reimbursement of travel expenses are available for out-of-state candidates.

Anticipated start date is January 2nd, 2026, if not before.

Madison College provides a generous benefits package of vacation, holidays, health/vision/dental/life insurance options, and you will be able to participate in the Wisconsin Retirement System (WRS). Newly hired managers serve a one-year introductory period.

This position is located in the vibrant and diverse city of Madison, Wisconsin's 2nd largest city and state capital. Nestled between two recreational lakes, Madisonians are offered year-round activities, including the Dane County Farmers' Market located around the Capitol Square, more than 200 miles of scenic biking and hiking trails, world-class restaurants, and numerous festivals and community events. Madison is consistently ranked as a top community in which to work, live and play. Madison offers a small-town feel, with a big city impression. But, if that's not enough, Madison is just a short 125 miles northwest of Chicago and 77 miles west of Milwaukee. To learn more about what Mad-Town has to offer, see this link: www.visitmadison.com.

Knowledge, Skills & Abilities:

- Knowledge of the principles, practices, and technologies of the programs and/or disciplines within the School.
- Knowledge and ability to guide and implement contemporary methods of instructional delivery and curriculum development.
- Knowledge of administrative and academic program management, including faculty and staff supervision, curriculum oversight and development and process improvement.
- Knowledge of budget management principles and the ability to develop budgets, oversee financial planning, resource allocation and sourcing outside funding resources.
- Skill in engaging positively with all populations and communities, contributing to a safe and inclusive learning and work environment.
- Skill in talent management, including ability to identify, hire, coach, develop, and retain a high-quality and diverse workforce of managers, faculty, and staff.
- Ability to effectively lead and supervise staff in a collaborative, team-based environment.
- Ability to make sound operational, management and financial decisions that support institutional goals, budget accountabilities and an effective work unit.
- Ability to develop strategic and short-range plans and oversee the actualization of planning efforts.
- Ability to innovate, problem-solve, and respond to challenges in a fast-paced environment.
- Ability to work effectively with managers, faculty, staff, and external stakeholders.

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Minimum Qualifications:

Education Level: Master's degree or higher from an accredited college or university.

Work Experience:

Minimum of seven (7) years of relevant, progressive professional experience, including three (3) to five (5) years of both people management and teaching experience. Preference will be given to candidates with teaching experience in a discipline represented within the school.

SPECIAL INSTRUCTIONS TO THE APPLICANT:

As a requirement of this application, please submit a MS Word or PDF document answering the following two supplementary essay questions below.

Question 1: In 500 words or less (about 1 page), please describe a time when you led a change in instructional practice or curriculum. What was the goal, how did you engage faculty, and what was the outcome? How did you use data to inform and assess the impact of the change?"

Question 2: In 500 words or less (about 1 page), please describe a time when you adapted your approach to be more inclusive or responsive to the diverse needs of students. What was the situation, what actions did you take, and what was the outcome?

REQUIRED DOCUMENTS: Resume, cover letter, responses to 2 supplemental questions **Failure to include these documents with your application submission will render your application ineligible.**

Madison College does not offer H-1B or other work authorization visa sponsorship for this position. Candidates must be legally authorized to work in the United States at the time of hire and maintain work authorization throughout the employment term.

If you are experiencing application issues, please contact us at the Talent Acquisition email Talent@madisoncollege.edu or HR hotline (608) 246-6900.

To ensure that emails from us regarding your application do not go to your spam folder, please

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add the [@madisoncollege.edu](mailto:) domain as a safe sender in your email.

Madison Area Technical College does not discriminate on the basis of race, color, national origin, sex, disability or age in employment, admissions or its programs or activities. Madison College offers degrees, diplomas, apprenticeships and certificates in Architecture & Engineering; Arts, Design & Humanities; Business; Construction, Manufacturing & Maintenance; Culinary, Hospitality & Fitness; Education & Social Services; Health Sciences; Information Technology; Law, Protective & Human Services; Science, Math & Natural Resources; and Transportation. Admissions criteria vary by program and are available by calling our Enrollment Office at (608) 246-6210 or (800) 322-6282 Ext. 6210. The following person has been designated to coordinate Title IX of the Education Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973 and to handle inquiries regarding the college's nondiscrimination policies: Lisa Muchka, Director, Civil Rights and Compliance, 1701 Wright Street, Madison, WI 53704 (608) 246.5221

To apply, visit https://madisoncollege.wd5.myworkdayjobs.com/en-US/jobsatMadisonCollege/job/Truax-Campus-Madison/Dean--School-of-Arts--Humanities-and-Social-Sciences_R0005573

About Us

Welcome! Thank you for visiting our career site, where Madison College is committed to matching talent to opportunity. We are known for our real-world, smart approach to learning - offering students innovative, high-tech career pathways and college transfer opportunities with more than 150 programs to choose from. Madison College is a great place to work and has been for over 100 years, serving more than 33,000 students in 12 south-central Wisconsin counties. The College offers generous salaries, benefits, and an inspiring work environment. Employees enjoy a culture dedicated to lifelong learning, wellness and inclusiveness.

Take some time and look around - once you've have a chance to explore our current opportunities, apply to the ones you feel best suit your interests, background and experiences. Thereafter, you can keep track of your application status and watch for new opportunities that might be of interest to you.

Along with our competitive wages, check out the benefits that we offer:

<https://madisoncollege.edu/careers>

Learn More about Madison College: <https://madisoncollege.edu/about>

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As part of the application process, finalists will undergo a background check including criminal history, educational verification, and references. Criminal history will not automatically disqualify you from employment. All cases are considered on an individual basis, and the offense will be compared to the position for which you are applying.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

Academic Affairs
Madison Area Technical College

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