

## **JOB DESCRIPTION**

**Job Title:** Dean of Faculty of Humanities and Social Science

**Location:** Hodmas University College, Mogadishu, Somalia

**Position Summary:**

The Dean of the Faculty of Humanities and Social Science is a senior leadership role with distinct responsibilities, collectively contributing to the university's academic excellence, social and economic development, and sustainability initiatives.

**Dean of Faculty of Humanities and Social Science Responsibilities:**

**1. Academic Leadership:**

- Provide visionary leadership and strategic direction for the Faculty of Humanities and Social Science.
- Oversee curriculum development, faculty recruitment, development, and evaluation.
- Foster a culture of academic excellence, research, and scholarly activities.

**2. Student Enrollment and Success:**

- Increase student enrollment in humanities and social science programs through recruitment and marketing efforts.
- Collaborate with academic advisors and support services to enhance student success.
- Ensure accurate maintenance of student records, academic transcripts, and progress tracking.

**3. Resource Management:**

- Manage the budget for the faculty, allocate resources effectively, and seek external funding opportunities.
- Maintain accreditation standards and monitor academic program outcomes.
- Promote a collaborative and inclusive academic environment.



**Qualifications for Both Positions:**

- A master's degree or equivalent in a relevant field.
- Strong organizational and leadership skills.
- Effective communication and interpersonal skills.
- Demonstrated ability to innovate and drive positive change.
- Commitment to the highest standards of quality and student success.
- Knowledge of accreditation standards and best practices in humanities and social science education (for the Dean of Faculty of Humanities and Social Science) These combined roles represent a commitment to the holistic development of the university, addressing both academic excellence and societal and economic impact through humanities, social science, and sustainability initiatives. The individuals in these roles will play key leadership roles in advancing the university's mission and impact.

Interested candidates are invited to submit a cover letter, curriculum vitae with contact information for 2 professional references to [hr@hodmas.edu.so](mailto:hr@hodmas.edu.so), and we will contact you if you meet our criteria.

Hodmas University College is an equal opportunity employer and is committed to fostering diversity within its management.