



POSITION ANNOUNCEMENT
Dean of the College of Adult and Professional Studies (CAPS)

*Mount Vernon Nazarene University exists to shape lives through educating the whole person
and cultivating Christ-likeness for lifelong learning and service.*

Mount Vernon Nazarene University (MVNU) is an intentionally Christian teaching university for traditional-age students, graduate students, and working adults who seek opportunities to learn and grow in an academic community of faith. The University provides the context for a transformational experience through excellent academics, service opportunities, caring relationships, and a nurturing spiritual and social environment. Faculty, staff, and students are challenged to achieve their highest potential, to become increasingly Christ-like and to make a difference in their world through lifelong service.

The Dean of the College of Adult and Professional Studies oversees all adult, online, and graduate programs. The dean provides strategic and operational leadership with a focus on program growth, faculty development, student support, accreditation, and institutional partnerships. This is a 10-month faculty appointment with an additional 1-month administrative assignment for duties as Dean. The position includes a standard 9-month teaching contract based on a 24-credit hour load, with up to 15 credit hours of teaching permitted. The remaining 9 credit hours are designated as release time for administrative responsibilities related to the dean role. No additional teaching is assigned during the 1-month summer period, which is reserved exclusively for dean duties.

Responsibilities for this position include:

- Lead academic strategy, instructional innovation, and quality assurance across adult and graduate programs.
- Manage faculty and adjunct hiring, evaluation, and training for online modalities (less than 20 faculty members, with significant adjunct oversight).
- Develop program-level accreditation strategies and support regulatory compliance.
- Support retention and graduation goals through curriculum alignment and student-centered practices.
- Lead assessment and continuous improvement efforts for adult learning.
- Represent the university externally in professional and accrediting organizations.
- Serve on university-wide planning and operational committees, including strategic planning and institutional effectiveness.

Expectations for the successful candidate:

- Evangelical Christian statement of faith, experience, and mission fit.
- Personal commitment to Jesus Christ.
- Understanding and alignment of the heritage, doctrine, and practices of the Church of the Nazarene.
- Earned doctorate in a field associated with the school.
- Knowledge and experience in dealing with accreditation standards.
- Scholarship and experience sufficient to warrant the rank of full professor.
- Prior administrative experience preferred.

To be considered for this position, please email a resume to MVNU.Recruiting@mvnu.edu and complete the application, found at: <http://mvnu.edu/jobs>. Applicants submitting materials via email should attach either a Microsoft Word or .PDF File. Alternatively, materials can be faxed to (740-397-1005), or mailed to:
Mount Vernon Nazarene University

Human Resources
800 Martinsburg Road
Mount Vernon, OH 43050

Professional and personal references are required, consistent with the responsibilities associated with this position. A background check will be performed prior to appointment. Mount Vernon Nazarene University does not unlawfully discriminate on the basis of race, color, sex, national origin, age, disability, or military service in administering its employment policies and practices. As a religious educational institution under the auspices of the Church of the Nazarene, the University is permitted by law to consider religious beliefs/practices in making employment decisions and does so to achieve its mission. The University requires as a condition of employment that all employees subscribe to standards of the Church of the Nazarene and conduct their lives in accordance therewith.