



**Working Title: Director of the Division of the Arts**

**Official title:** ACAD PROGRAM DIRECTOR(B10DN)

**Degree and area of specialization:**

MFA or PhD, or other terminal degree preferred. Individuals applying or nominated must hold a tenured position on the UW-Madison campus (Non-terminal degrees may be considered if they qualify for tenure in applicant's discipline).

**Minimum number of years and type of relevant work experience:**

Tenured member of the UW-Madison faculty

Desired qualities:

- \* A deep understanding of the arts, and/or a practitioner of the arts
- \* The ability to play a leadership role in connecting the scholarship and activities of those in the Division with the campus and community
- \* A record of successful administrative leadership in higher education
- \* A record demonstrating experience and depth in scholarship, public service, and outreach activities
- \* Strong management skills, including staff supervisory and budgetary oversight experience
- \* Strong communication, fundraising and public-speaking skills
- \* Experience facilitating organizational development and change
- \* A proven record of program development
- \* Evidence of and commitment to collaborative and consultative decision-making
- \* Demonstrated ability to work effectively in an environment of shared governance
- \* The capacity to relate effectively to faculty, staff, students and external constituencies
- \* A demonstrated commitment to building a diverse community; to equal employment opportunity, affirmative action and non-discriminatory practices; and to fostering an inclusive climate
- \* Skill in leading collaboration among academic and administrative units across the university and with community partners in Madison and throughout the state
- \* Understanding of and appreciation for the diverse missions and constituencies of this major public research university.
- \* Evidence of efforts to promote diversity, equity and inclusion, and strong evidence of diverse cultural competencies. Experience with fostering diverse communities.

**Position Summary:**

The Office of the Provost invites nominations and applications for the position of Director of the Division of the Arts (DotA). The Director, who reports to the Provost, leads and supports activities of the DotA, and will help to shape and advance a collective, new vision for the DotA and its constituent programs in alignment with the university's plans and direction. This is a part-time administrative appointment for 2-3 years at 40% - 50%. One of the goals of this part-time position is to build a strong foundation for the Division during the transitional period. The appointment can become renewable and may be expanded, depending on performance and future directions of the Division.

**Principal duties:**

The Director will serve as a liaison with campus administrative and academic units, helping to ensure that the DotA supports academic arts units and extends access to the arts across campus and the broader community.

The Director will help connect and leverage existing opportunities, and champion potential interdisciplinary arts initiatives.

The Director will enhance the visibility of UW-Madison arts for all UW-Madison students, faculty, and staff, as well as the broader community.

The Director may also help develop and build campus-wide arts initiatives that proactively pursue



collaborations with the local arts and business community that advance academic arts programs and research while engaging in cultural and community enhancement.

The Director is responsible for the general administration, supervision, operations, and program development of the DotA and its programs and initiatives.

As part of the overall management of the Division, the Director provides direction and oversight of budget, human resources, communications, program development and strategic planning.

The Director is responsible for the development and implementation of the Division's inclusion and diversity objectives.

The Director will work cooperatively with the UW Foundation and Alumni Association, deans and department chairs to cultivate relationships and identify and pursue external foundation grant support for academic arts programs as well as for other campus units, as appropriate.

The Director may be asked to assume other duties as assigned.

**Additional Information:**

The Division of the Arts supports and promotes the mission of academic arts departments and affiliated partners by raising the visibility of UW-Madison arts for all UW-Madison students, faculty, and staff, as well as the broader community. The DotA works closely with nine academic departments that are designated as arts departments and with over sixty institutes, groups and other academic units affiliated with the DotA, involving approximately 100 faculty and staff members from across campus. Additional information about the Division can be found on the web: <https://artsdivision.wisc.edu>. Negotiable start date.

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**HOW TO APPLY:**

Applicants should include: a current resume or curriculum vita; a comprehensive cover letter that addresses how their strengths and experience match the qualifications for the position; and the names, addresses, e-mails, and telephone numbers of three to five professional references. Candidates will be informed before references are contacted. Candidates should submit these materials via the Jobs@UW site.

**To ensure consideration, application must be received by:      March 5, 2021**