

Type of Position	Administrator	Job ID	1193
Department	Environmental&Natural Resource	Full/Part Time	Full Time
Campus	Frost	Regular/Temporary	Regular
Location	Lindsay, Ontario	Hours per Week	37.5
Date Posted	2017-01-10	Salary Range	\$107,288.00 to
Date Closed	2017-01-30		\$143,469.00 Annually

What Are We About?

At Fleming College, we provide a superior learning experience in the beautiful Kawartha Lakes region. Just 130 kms (80 miles) northeast of Toronto, we deliver the hard-to-find combination of quality learning and quality of life in the communities we serve - Peterborough, Northumberland and Haliburton counties and the City of Kawartha Lakes. Within driving distance of the GTA, living and working in this area of central Ontario provides the best of both worlds whether your interests align with nature trails, waterways, artisan markets, music festivals or art galleries!

Who are We?

Fleming College is recognized as a leader in Ontario for delivering environmental and natural resource science programs and applied research in alternative wastewater treatment. We serve as a regional hub for skilled trades, education and training. We offer a comprehensive portfolio of more than 90 full-time programs in Environmental & Natural Resource Sciences, Skilled Trades, Fine Arts, Health, Law, Justice, Community Development, Education, and Business, as well as our Pathway programs such as University Transfer, Pre-Health Sciences and Community Integration through Coop Education. The College currently enrolls nearly 6,000 full-time and 10,000 part-time students. Fleming is a growing college with 50 years of solid community roots and we are proud to be considered one of the top employers in the area. Situated in the heart of the City of Kawartha Lakes, the Frost Campus welcomes over 1,600 students annually and is recognized nationally and internationally for its distinctive applied learning environment, unique culture and history, strong graduate placement rate, and as a “one-of-a-kind”, destination campus.

What This Position is About:

This position offers an exciting leadership opportunity to grow the Frost Campus as a Centre of Excellence in environmental and natural resources programming. Some of our most popular programs include: Environmental Technology, Ecosystem Management, Fish & Wildlife Technology, Forestry/Arboriculture & Urban Forestry, Resources Drilling & Blasting, Advanced Water System Operations. Water is a common theme that flows through all programs at the campus, providing an inter-disciplinary, applied learning approach to education, research and innovation.

As a member of the Academic Leadership Team, the Principal, Frost Campus/Dean, School of Environmental & Natural Resource Sciences is accountable for the overall leadership, direction setting, strategic planning, enrolment management and quality of learning experience for the School and overall campus viability. You will provide academic and administrative leadership, supervision, support and direction to the School’s administration and support staff, ensuring staff excellence, as well as organizational leadership for corporate initiatives, as required. The Principal/Dean is responsive to the needs of students and upholds the college’s values of putting student learning first, modeling and setting high expectations for excellent faculty-student interaction, as well as developing and cultivating community relationships. You champion on-going development of the School’s team culture, and build collaborative relations across Schools and Service Departments, and with partners outside the college. You will develop and implement a plan to ensure the promotion and advancement of applied research activities within the School. The Principal/Dean is accountable for the School’s fiscal performance, and ensures a safe workplace and learning environment across multiple delivery sites. The Principal/Dean also works respectfully with our Union leaders ensuring that faculty and staff assignments are consistent with College policies and procedures, Collective Agreements and best practices.

Please note that in addition to the salary range listed above, you will be eligible for performance-based incentives.

For More Information

For a complete job description please refer to the posting available on our website at <http://flemingcollege.ca/about-fleming/careers-at-fleming>

What We Are Looking For:

Reporting to the Vice-President, Academic, you are someone who is passionate about life-long learning, innovation and driving change. You are visionary and able to work with your team and the College community to champion the development and implementation of the school’s goals and objectives, ensuring alignment with Fleming’s strategic direction, operational planning framework, and the goals of the flexible delivery and internationalization strategies. Your progressive management experience (preferably in an Academic setting), including budget experience, along with your background in environmental or natural resource sciences and your creative energy position you to grow the Frost Campus as a Centre of Excellence, ensuring sustainable program

mix, relevant delivery models, and robust infrastructure. You drive initiatives to success and have strong capabilities in the areas of community outreach, strategic planning, budget management, program development and accreditation, computer technology, cross-functional collaboration, problem-solving, conflict resolution, influencing, guiding and engaging staff, negotiating, and decision-making. With excellent communication and interpersonal skills, you are an effective coach and mentor with the ability to empower your teams toward delivering relevant, innovative programming for our students. You have a proven track record of managing high-functioning teams and have demonstrated the ability to influence, motivate and engage a large team. At the same time, you have built close relationships throughout a larger organization. You will have a minimum of a Master's Degree in a science or environmental field, and further advanced degree qualifications are desirable. Experience in one or more of the following areas are definite assets – applied research, unionized environment, international experience, strong links to Indigenous Communities, familiarity with the Ontario College system

How to Apply

To apply to Fleming College career opportunities please visit <http://www.FlemingCollege.ca/Careers>.

Diversity

Sir Sandford Fleming College is committed to building an inclusive and accessible learning and working environment. We believe in and promote the rights of all persons with disabilities as enshrined in the **Canadian Charter of Rights and Freedoms**, the **Ontario Human Rights Code**, and the **Accessibility for Ontarians with Disabilities Act (AODA 2005)** and its related **Accessibility Standards Regulations**. To meet this commitment, Fleming College will make appropriate accommodations available throughout the recruitment, selection and/or assessment process to applicants with disabilities. If selected to participate in the recruitment, selection and/or assessment process, please inform our Human Resources staff of the nature of any accommodation(s) that you may require to ensure your equal participation. To obtain a copy of this document in another format please e-mail Recruitment@flemingcollege.ca.