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# A N N O U N C E M E N T

May 15, 2023

THE UNIVERSITY OF GUAM SOLICITS APPLICATIONS TO ESTABLISH A LIST OF ELIGIBLES FOR THE FOLLOWING POSITION (SUBJECT TO THE AVAILABILITY OF FUNDS):

## #065-23 DEAN, COLLEGE OF NATURAL AND APPLIED SCIENCES (CNAS)

**Location:**

CNAS

**University Information:**

The University of Guam is the premier institution of higher education in the Western Pacific. It is a land-grant, a sea-grant, and a space-grant institution, accredited by the Western Association of Schools and Colleges Senior Commission. Located in the village of Mangilao on the island of Guam, the campus overlooks the beautiful Pago Bay and the University's Marine Laboratory. The University has 3,400 students, 47% of Asian ethnicity and 45% of Pacific Islander ancestry, providing a uniquely diverse campus and multicultural atmosphere. As a regional, comprehensive, open-admissions institution, the University awards degrees at the certificate, baccalaureate, and master's levels through its two colleges and four professional schools. The institution's missions of Ina (to Enlighten), Diskubre (to Discover), Setbe (to Service) serve as the foundation for the Para Hulo' strategic plan, with its vision to transform lives and advance communities as a land-grant, a sea-grant, and a space-grant university. One of the university's key strategic initiatives is to be recognized as a research university centered in Island Wisdom. Island Wisdom acknowledges that Pacific ways of knowing and Western models of higher education are central to the institution's teaching, research, and service endeavors, and that balanced consideration of the ideas that emerge from them is essential to the prosperity and sustainability of island communities. Through its robust research portfolio fueled by extramural funding from competitive grants and contracts, the University delivers public value through dedicated and capable administration, faculty, students, and staff. As a complement to the research carried out at the institution, the University of Guam has an active press dedicated to publishing research and writing about Guam and Micronesia. In addition, a variety of publishing opportunities are available to UOG faculty, employees, students, and members of the communities we serve. UOG is a safe and secure campus, where the institution places paramount importance on the physical, intellectual, emotional, and spiritual wellbeing of its students and employees. It fosters open dialogue and collegiality based upon mutual respect for diverse perspectives. The university has enacted processes to ensure physical safety on campus (most recent information may be accessed at <https://www.uog.edu/life-at-uog/safety-security>) and a policy that encourages open dialogue and respect for all points of view. Community responsive academic programs, robust research agenda, ample publishing opportunities, and commitment to community make the University of Guam an exciting place to be.

**General Description:**

The University of Guam seeks an executive who is interested in new challenges and opportunities for professional and personal growth and who is interested in working in a dynamic, multi-cultural institution of higher education in the Pacific.

CNAS houses three distinct components in instruction, research, and extension. Within instruction, there are academic programs leading to undergraduate degrees in Agriculture & Life Sciences, Biology, Chemistry, Computer Science, and Mathematics (BS); and graduate degrees in Biology, Environmental Science, and Sustainable Agriculture, Food, and Natural Resources (MS). In addition to these programs, CNAS has a nationally recognized special instruction program in military science for the U.S. Army Reserve Officer Training Corps (ROTC). CNAS presently has approximately 50 full-time faculty members with roles in research, instruction and extension that are supported by three division faculty chairpersons, as well as an associate dean of instruction, two associate directors (Western Pacific Tropical Research Center, WPTRC; and Cooperative & Outreach, CE&O), and approximately 45 staff. CNAS operates three experiment stations, an aquaculture facility, a demonstration farm, and several laboratories and other facilities. Projects and programs in research and extension are supported by extramural funds.

**Duties and Responsibilities:**

Primary duties and responsibilities shall include, but not be limited to the following:

- The Dean is the academic and administrative leader of CNAS and reports to the Senior Vice President and Provost of Academic and Student Affairs.
- The Dean serves as the Director of both WPTRC and CE&O.
- The Dean exercises vision, ethical leadership, and advocacy in academic affairs, scholarly activities, and service in CNAS, with an emphasis on continuing development of the highest quality educational programs.
- The Dean establishes and maintains appropriate relationships with the Board of Regents, senior leadership, Faculty Union, Faculty Senate, Student Government Association, and others at the University of Guam.
- The Dean fosters vibrant, creative synergism among the UOG's personnel and its stakeholders, and promotes diversity, equity, and inclusion.
- The Dean is responsible for recruitment, evaluation and retention of well-qualified faculty and staff,

## #065-23 DEAN, COLLEGE OF NATURAL AND APPLIED SCIENCES (CNAS)

	<p>and development of effective student recruitment and retention initiatives.</p> <ul style="list-style-type: none"><li>• The Dean manages resources efficiently and equitably with transparency in compliance with policies and mandates.</li><li>• The Dean guides efforts to enhance funding to support CNAS instruction, extension, and research activities including public-private partnerships.</li><li>• The Dean is responsible for taking proper assurances to address grievances and resolve conflicts among students, staff, and faculty.</li><li>• The Dean implements quick and effective actions in case of natural disasters of local and regional impact and global events such as pandemics.</li><li>• The Dean is the authorized representative for all formula funded programs, such as Hatch, Smith-Lever, Multi-State, and McIntire-Stennis.</li><li>• The Dean takes the lead in conducting needs assessments, developing and implementing strategic plans, overseeing performance evaluations, and ensuring compliance with federal and local regulations.</li></ul>
<b>Qualifications:</b>	<p><b>Minimum:</b></p> <ul style="list-style-type: none"><li>• An earned doctoral degree from a U.S. regionally accredited institution or foreign equivalent, and experience sufficient for appointment to the rank of tenured senior professor in one of the academic programs of CNAS.</li><li>• Thorough knowledge of the U.S. Land-Grant University mission of instruction, research, and extension.</li><li>• Proven ability to implement change and provide ethical leadership and facilitate timely resolution of internal matters.</li><li>• Successful administrative experience (at least three years), including resource management, program evaluation, needs assessment, and customer service.</li><li>• Demonstrated skills in building faculty capacity for grantsmanship and pursuit of external funding.</li><li>• Experience in fostering relationships with donors, alumni, and other constituencies.</li><li>• Demonstrated ability to participate effectively as a member of a collaborative professional leadership team.</li><li>• Proven commitment to collaboration in building mutually supportive ties and strategic partnerships within an organization, as well as with external stakeholders.</li><li>• Demonstrated ability to interact effectively in a culturally and ethnically diverse community.</li></ul> <p><b>Preferred:</b></p> <ul style="list-style-type: none"><li>• Demonstrated commitment to strategic initiatives for excellence in undergraduate and graduate education, research, and extension.</li><li>• Knowledge of and experience in managing research and experiment stations.</li><li>• Demonstrated effectiveness in budget planning and management.</li><li>• Evidence of commitment to faculty governance, consultative processes, and consensus building.</li><li>• Experience with collective bargaining processes.</li><li>• Training and experience in managing federal grants and contracts and interacting effectively with other land grant institutions.</li></ul>
<b>Salary Level:</b>	\$132,106 - \$198,158 per annum
<b>Appointment/ Relocation:</b>	The position is a full-time (12 month) academic administrative appointment. The University provides relocation assistance to new employees if hired off-island on a three-year initial contract. Provided are travel expenses for the applicant and the applicant's spouse (as defined by Guam Law) and children under the age of 18 by the least expensive and most direct air route from the point of hire and for moving household goods to Guam by the least expensive carrier up to 3,500 pounds for a family and 1,750 pounds for an applicant without dependents. Insurance of household goods, if desired, is at the employee's expense.
<b>Benefits:</b>	Fringe benefits include a medical and dental plan, life insurance, cafeteria plan (flexible tax benefit plan), annual leave, sick leave, and the Government of Guam retirement plan.
<b>Application Process:</b>	<p>Applicants for University of Guam administrator positions must complete an online job application through the UOG online employment portal at <a href="https://uog.peopleadmin.com">https://uog.peopleadmin.com</a>. Please have the following documents prepared and ready to upload with your application:</p> <ol style="list-style-type: none"><li>(1) Letter of application that describes candidate's qualifications</li><li>(2) Curriculum vitae</li><li>(3) Copies of all graduate and undergraduate transcripts</li><li>(4) Three academic/professional references (see below)</li></ol> <p><b>Special Instructions for References:</b> Three (3) current letters of recommendation from persons knowledgeable about the candidate's academic and professional performance must be provided. The candidate must provide a list of at least three (3) references to be contacted on the References section of the online application. Please enter each reference by clicking on the "Add References Entry" button. Provide the name, title, email address, mailing address, and telephone number of each reference. A system automated email will be sent to each reference's email address with a link to attach their reference letter to the candidate's application.</p>

## #065-23 DEAN, COLLEGE OF NATURAL AND APPLIED SCIENCES (CNAS)

**Selected candidate** must provide official transcripts prior to hire date. For further information, please contact Dr. G. Curt Fiedler, Search Committee Chair, at [gcfiedler@triton.uog.edu](mailto:gcfiedler@triton.uog.edu) or the Human Resources Office at [uoghro@triton.uog.edu](mailto:uoghro@triton.uog.edu), telephone number, (671) 735-2350 or fax number at (671) 734-6005.

**Police and Court Clearance:** Pursuant to Public Law No. 28-24 and Executive Order 2005-34, applicants selected for a position are required to provide original police and court (Superior Court of Guam) clearances of no more than three (3) months old prior to commencement of employment. Off-island applicants must obtain clearances from their place of residence. Applicants are responsible for fees associated with obtaining the clearances.

**Application  
Deadline:**

Applications will be reviewed starting 23 June 2023 (Chamorro Standard Time/UTC+10) and continue until the position is filled.

(Note to applicants in the mainland United States: Please be advised that Guam is a day ahead of the mainland United States.)

For further information about the University of Guam, visit our Web Site at <http://www.uog.edu>. General information about Guam is available at <http://www.visitguam.org>. For local newspapers, The Pacific Daily News is available at <http://www.guampdn.com> and The Guam Daily Post is available at <http://www.postguam.com>.

**Work Eligibility:**

Submission of completed job applications authorizes the University of Guam to seek and obtain information regarding the applicant's suitability for employment. All factors which are job related may be investigated (i.e., previous employment, educational credentials, and criminal records). All information obtained may be used to determine the applicant's eligibility for employment in accordance with equal employment opportunity guidelines. In addition, the applicant releases previous employers and job related sources from legal liability for the information provided.


Should an applicant be convicted of any crimes other than a minor traffic violation, all applicable information must be provided in the form of a police clearance report and court clearance report. Failure to admit any felony convictions may result in immediate disqualification or disciplinary action.

Section 25103, Chapter 25, Title 10 of the Guam Code Annotated requires college or university employees to undergo a physical examination, to include a test for tuberculosis (skin or x-ray), prior to employment and at least annually thereafter. A report of such examination must be conducted by a licensed physician within a state or territory of the United States and must be submitted upon request.

Federal law requires presentation of eligibility to work in the United States within seventy-two (72) hours of reporting for employment. Specifically, 8 USC 1324A requires the employer to verify the identity and eligibility to work in the United States of all newly hired employees. The University of Guam is required to comply with this law on a non-discriminatory basis. If you are hired to fill a position with the University of Guam, you will be required to present valid documents to comply with this law.

The University of Guam is an equal opportunity employer and provider.

The University of Guam complies with Public Law 24-109 in reference to the provisions and requirements of the Americans with Disabilities Act. Assistance in EEO/ADA matters and inquiries concerning the application of Title IX and its implementing regulations may be referred to the University's Director, EEO and Title IX/ADA Coordinator, located at the EEO/ADA and Title IX Office, Dorm II, Iya Hami Hall, Room 106, Telephone No. (671) 735-2244; TTY (671) 735-2243; or to the Office of Civil Rights (OCR).

  
Joseph Gumataotao (May 15, 2023 14:55 GMT+10)

**JOSEPH B. GUMATAOTAO**  
Chief Human Resources Officer