

## SHRLR Director Job Posting

Michigan State University actively seeks a dynamic Director who is able to contribute, in meaningful ways, to promoting an environment in which individuals of differing perspectives, and cultural backgrounds pursue academic goals with mutual respect and shared inquiry.

### Job Summary

The School of Human Resources and Labor Relations, College of Social Science, Michigan State University, is seeking an experienced, collaborative leader for the position of Director. The School seeks a Director with a commitment to the advancement of research, education and practice in both Human Resources and Labor Relations as well as to ethical behavior, social justice, diversity, equity, and inclusion. The School of HRLR provides instruction at the undergraduate, master's and doctoral levels, as well as lifelong learners through outreach and professional development.

The successful candidate must:

- Possess a Doctorate in Human Resources, Labor Relations, or related fields
- Possess a record of scholarly research suitable for appointment at the level of Full Professor with tenure in the School.
- Possess a track record of, or a willingness to enthusiastically engage in, external relations and development activity on behalf of the School.

Successful candidates will fulfill the following key job dimensions.

### Dimension: Leadership

- Work collaboratively with faculty, staff, and other stakeholders, both internal and external, to enhance the success of the School including timely, clear and comprehensive communication, involving stakeholders in decision making, and collaboratively developing a strategic vision for the School.
- Advance social justice, cooperation and ethical behavior and foster an appreciation for diversity, equity, and inclusion
- Support multiple and varied organizational units

### Dimension: Research

- Foster a strong research culture and maintain support for research within the School.
- Support faculty and doctoral student efforts in obtaining external funding.
- Engage with College and University initiatives designed to increase research productivity.

### Dimension: Curriculum Development and Teaching

- Promote innovation in curriculum development and pedagogy
- Partner with faculty to ensure undergraduate and graduate curriculum remains at the leading edge of the HR and LR professions

### Dimension: Personnel Management

- Oversee hiring of new high-quality, research-active faculty and staff
- Conduct evaluations of all faculty and staff

- Develop and maintain a culture of accountability and high performance

**Dimension: Financial Management**

- Manage and administer the School's budget fairly and transparently
- Control costs while enhancing School revenues
- Engage in development activities in support of the School, including leadership of an existing, vibrant and generous external Advisory Board.

**Dimension: External Relations**

- Develop and maintain productive working relationship with the Advisory Board that reflects all aspects of the School as well as their needs and interests.
- Build strong relationships with alumni, prospective employers and other stakeholders that reflect all aspects of the School, as well as their needs and interests.
- Maintain collegial relations with similar programs at other universities
- Reinforce the School's reputation as a source of expertise for external stakeholders

**Dimension: Represent the School within MSU**

- Work with dean to ensure sufficient resources for the School
- Appropriately evaluate and support tenure system faculty in the tenure and promotion process
- Serve as a strong advocate for HRLR with the college and the university
- Promote collaboration with other units across campus

**Dimension: Student Relations and Development**

- Continue to develop and grow enrollments in undergraduate, masters and doctoral programs, both quantity and quality
- Develop positive, supportive relationships with students

**Required Application Materials**

Candidates must complete an online application at [ebs.msu.edu](http://ebs.msu.edu) using [Careers.MSU.edu](http://Careers.MSU.edu) and posting number 571722. Applications must include:

- CV
- Statement describing relevant experience and qualifications
- Statement describing how the candidate has fostered a culture of ethics, diversity, inclusion, and social justice and how the candidate will advance MSU's commitment to inclusive excellence
- Contact information for three references

**Special Instructions**

Consideration of applications will begin on 5/7/19 and will end when the position is filled.

MSU is pro-active in exploring opportunities for employment for dual career couples, both inside and outside the University. Information about MSU's dual career support can be found at <http://miwin.msu.edu/>.

MSU is located in East Lansing, MI, with easy access to the state capital, Lake Michigan, and great school districts.

Persons with disabilities may request and receive reasonable accommodations. MSU is an affirmative action, equal opportunity employer. MSU is committed to achieving excellence through cultural diversity. The university actively encourages applications and/or nominations of women, persons of color, veterans, LGBTQ, non-binary and persons with disabilities.

For further information, contact Dr. Tina M. Riley, Search Committee Chair, at 517-432-6267 or via email at [robert35@msu.edu](mailto:robert35@msu.edu).