

## Announcement

NORTHERN ILLINOIS UNIVERSITY  
Division of Academic and Student Affairs

Applications and Nominations Invited for the Position of

### **Vice Provost for Academic Planning and Development**

Nominations and applications are being accepted for the position of Vice Provost for Academic Planning and Development. The person selected should be available to begin May 1, 2012.

**Responsibilities:** As a member of the staff of the Executive Vice President and Provost, the Vice Provost for Academic Planning and Development has primary responsibility for matters relating to the accreditation, review, evaluation, development, and external representation of academic programs. The Vice Provost for Academic Planning and Development works closely with the deans and chairs, the Vice Provost and the Dean of the Graduate School on the coordination of academic planning activities. The duties of the office must be carried out in the context of a broad understanding of the instructional and administrative needs of the academic areas as well as of the university as a whole. The Vice Provost for Academic Planning and Development also works with staff in the Division of Finance and Facilities; the Division of Outreach, Engagement and Information Technology; and the Director of Federal and State Relations on matters involving academic programs. The Associate Vice Provost for Academic Outcomes Assessment reports to the Vice Provost for Academic Planning and Development.

**Qualifications:** Candidates must hold the rank of associate or full professor and hold tenure in an academic department at NIU; provide evidence of effective communication skills; demonstrate a solid record of achievement in teaching, scholarship, and service; and, have experience with the role of assessment in program review or accreditation requirements. Experience with the broad scope of the university's academic programs, mission, and priorities; as well as with the structure and operation of higher education in Illinois is preferred.

**Preference will be given to applications received by February 3, 2012**, but applications will be accepted after that date until the position is filled. Complete applications must include a letter of interest including a statement of qualifications, curriculum vitae, and the names, positions, addresses, email addresses and telephone numbers of at least three professional references who may be contacted. This is an internal search. Anticipated interview dates are March 5 through March 9, 2012. Nominations are welcome. All applications materials should be sent electronically to:

Dr. Raymond W. Alden III, Chair, email: [provost@niu.edu](mailto:provost@niu.edu)  
Vice Provost for Academic Planning and Development Search Committee  
Office of the Executive Vice President and Provost  
Northern Illinois University,  
DeKalb, IL 60115

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