INTRODUCTION

The Thompson School of Social Work & Public Health (Thompson School) works towards achieving social justice and health equity for all the people of Hawai‘i and our national and global communities. The School is committed to locally and globally engaged research and education. Faculty and students collaborate with local, national, and international professional institutions and organizations to solve pressing social and health issues across the lifespan, with a particular emphasis on vulnerable populations, indigenous health, and community well-being. Programs in the School are fully accredited by the Council on Social Work Education and the Council on Education for Public Health.

The School is named for Myron B. Thompson, who received his MSW from the School in 1953 and devoted his life to improving the well-being of Native Hawaiians and all the people of Hawai‘i. The School is proud and honored to follow his lead in utilizing critically important interdisciplinary and culturally resonant approaches to solving problems.

UH Mānoa is a world-class research and academic institution focused on informing solutions to some of the world’s most pressing problems. UH Mānoa is a Land, Sea, Space and Sun-Grant institution, one of six in the United States. UH Mānoa is classified by the Carnegie Foundation as R1: Doctoral Universities – Very high research activity RU/VH.

The University of Hawai‘i system is committed to becoming a Native Hawaiian Place of Learning and is designated as a Truth, Racial Healing & Transformation Campus Center. UH Mānoa adheres to fair and inclusive recruitment and hiring procedures and is an institution committed to diversity, equity, and inclusion excellence.

DUTIES AND RESPONSIBILITIES

Provides research, educational, administrative and professional leadership for the Thompson School, and facilitates the institutional capacity of the School to develop new and innovative academic, research and education units to support the needs of a rapidly evolving global community.

Actively and meaningfully promotes the University’s commitment to justice, equity, diversity, inclusion, and cultural values. Given the unique character and location of UH Mānoa, the Dean is expected to embrace the ethnic and cultural diversity of the University’s constituencies, and become readily knowledgeable about the indigenous host culture, its land (‘āina) and its history as well as the history of all of Hawai‘i’s diverse people. In addition, there should be an understanding of, and vision for, Hawai‘i’s role in the global arena.
Ensures that the mission and goals of the Thompson School are aligned with, and supportive of, the vision and strategic mission of UH Mānoa and the University of Hawai‘i System, and therefore judiciously balances the best interest of the School with those of the campus, system, and community.

**Leadership and Management**

Works with all appropriate stakeholders to promote the Thompson School as a recognized leader in the fields of social work, public health, and aging. Works to develop a strategy for fulfilling that goal, including finding the necessary resources and inspiring cooperation from the faculty, staff, and external stakeholders.

Works with the UH Foundation, cultivates relationships with existing and potential donors, with a special focus on obtaining transformational gifts.

Directs and leads the activities, personnel, and budget of the Thompson School including its academic departments, research initiatives, and national and global programs.

Manages and leads the overall operations of the Thompson School, including the development and implementation of a comprehensive strategic planning process. Oversees all administrative matters including financial management, budget planning and administration, diversifying the School’s fiscal portfolio, human resources management, procurement, and property management.

Develops and implements mechanisms for collaboration and shared governance within the Thompson School with faculty, staff, and students.

Advocates a safe workplace environment that encourages and supports the highest standard for faculty and student research, student success, and for all staff equity, retention, and development. Meets with deans, faculty, and students in a variety of matters related to social work, public health, and aging.

Advocates and identifies potential resources at the University, State, and Federal government levels to sustain and grow the Thompson School’s research, educational, and community engagement programs.

**Academic Affairs and Research**

Promotes academic and research rigor that motivates faculty, staff, and students to excel by supporting the creation and dissemination of new knowledge systems.

Creates and sustains an environment that fosters a healthy faculty, staff, and student morale, purposeful mentorship opportunities, academic rigor, instructional excellence, and research productivity.

Partners with community leaders and stakeholders to help prepare professionals to meet workforce needs.

Provides leadership and financial plans to meet the goals of the Thompson School’s strategic plan and maintain standards that continue national accreditation and state recognition of all programs.

Pursues opportunities for growth in research productivity and impact as may be measured by federal and private funding, publication rates, patents, and citations.

Develops and maintains excellence in instructional and research programs through the recruitment and retention of high quality and diverse faculty and staff.
Development, Constituent Relations, and Outreach/Community Engagement

Builds community within the Thompson School and the state of Hawai‘i, and works collaboratively to encourage connections to peoples of the Pacific and around the world (i.e., indigenous and/or underrepresented populations).

Oversees outreach/community engagement, instructional, and community service programs.

Promotes and supports instructional, research, outreach, and community service programs that serve the community at large and builds upon strong relationships with academic, community, and agency partners to enhance networking and career opportunities for students and alumni.

Serves as the chief public spokesperson for the Thompson School within the University, and to external constituencies at the state, national, and global levels, to further promote the School’s reputation.

Partners with UH Foundation and other entities to fundraise and cultivate major gifts. Builds and nurtures new relationships and networking mechanisms among the Thompson School’s students, staff, faculty, alumni and friends of the School, and other constituencies.

Develops strong relationships, as the Thompson School’s primary representative, with government officials and legislators at the City, County, State, and Federal levels of government, the Native Hawaiian communities, the community-at-large as well as other professional schools and health focused departments and institutions.

**LIST OF DIRECT REPORTS**

In accordance with the official organizational chart.

**NATURE AND EXTENT OF GUIDANCE AND DIRECTION RECEIVED**

The Dean works under the general supervision of the UH Mānoa Provost, with wide latitude to exercise independent judgment and initiative, as well as substantive decision-making authority under broad policy and general operational guidelines, as set forth by the Board of Regents, other University guidelines, and applicable state and federal policies and guidelines.

**NATURE AND EXTENT OF CHECK OR REVIEW OF WORK**

Performance is reviewed on a regular basis by the appropriate campus executive or upper management, and through federal and state agencies, and/or internal/external audits.

**DESCRIPTION OF THE CONTACTS WITH OTHER DEPARTMENTS OR UNIVERSITY ORGANIZATIONS, OUTSIDE ORGANIZATIONS, AND THE GENERAL PUBLIC**

The Dean leads and represents the Thompson School and the University in the health sciences and social welfare communities locally, nationally, and internationally. In that role, the Dean works with University of Hawai‘i system and UH Mānoa executives, administrators, faculty, staff, students, alumni, Native Hawaiian councils, legislators, state and federal personnel, and donors, and engages with members of the community. The Dean has extensive contact and dialogue with private companies, corporations, and funding agencies, and with large public organizations.
**MINIMUM QUALIFICATIONS**

1. PhD or earned doctorate in Social Work, Public Health, or closely related field

2. Five (5) years of professional experience in academic leadership at the level of department chairperson or higher, or comparable professional experience

3. Attained the rank of full professor or demonstrated a record of comparable professional experience prior to appointment

4. Evidence of distinguished teaching, scholarship, community engagement, research, publication, and/or professional excellence and achievement, nationally and/or internationally

5. Ability to establish and maintain effective working relationships with multiple and diverse constituencies

6. Demonstrated successful fundraising ability and/or experience

7. Experience with legislative processes and/or public policy

8. Demonstrated ability to engage with Indigenous communities and/or underrepresented populations

9. Evidence of engaging successfully in multi-cultural and multi-ethnic communities

10. Demonstrated commitment to consultative and collaborative processes

11. Demonstrated commitment to the highest ethical and academic standards

12. Demonstrated commitment to and/or experience in promoting diversity, equity, and inclusion in the workplace

**DESIRABLE QUALIFICATIONS**

1. Demonstrated experience creating and developing innovative programs/initiatives

2. Demonstrated experience in developing strong community relationships

3. National recognition and reputation in the health sciences community; and/or the ability to command the respect of colleagues in research, university administration, federal agencies, and other extramural funding sources

4. Familiarity with or experience in a unionized environment in higher education