

Position Profile

Dean, School of Continuing Studies

Overview

The School of Continuing Studies (SCS) at the University of Toronto (U of T) seeks a dynamic, resourceful, and innovative leader for the position of Dean. SCS is a cornerstone of the University's continuing education mandate and has seen significant success and growth in recent years. SCS currently boasts 32,000 enrollments annually across a wide range of courses taught by more than 800 expert instructors. The School is home to more than 110 non-credit certificate programs, offered in collaboration with twenty different professional associations in Canada. Most recently, SCS has expanded its offerings in emerging areas such as data science and artificial intelligence, as well as introduced a new Micro Course structure – the first of its kind in Canada. In addition, the School has introduced a variety of new formats including bootcamps, short courses, condensed programs, and corporate and organizational training, as well as transitioned to having two-thirds of its programming available online. The School has a strong international focus and aspires to further its reputation as a global leader in continuing education.

The Dean will need to embody an entrepreneurial and innovative spirit and be prepared to develop and operationalize a bold vision for the future. Such a vision will need to encompass the emerging demands for upskilling and reskilling in response to a changing labour market, capitalize on technological innovations that are reshaping the landscape of higher education, and embody the University's commitment to transformative education. The Dean will also have a commitment to inclusive excellence in all its forms and have a passion for embedding the values of equity, diversity, and inclusion across all aspects of their work, including the creation of new offerings and supports within SCS. The person who will realize success in this role will have a strong understanding of the credit and non-credit environments that exist within higher education and be passionate about the importance of lifelong learning in enriching people's lives, both personally and professionally.

The Dean will need to be a skilled partnership-builder, both internally and externally. Externally, the Dean will nurture existing relationships and build new partnerships with industry and government, particularly in the areas of micro-credentials and labour reskilling and upskilling initiatives. Additionally, the Dean will play an essential role in creating and presenting a unified view of the various lifelong learning opportunities at the University. This includes streamlining the communications and marketing strategies around U of T's various continuing studies programs, with an emphasis on simplifying the process for finding and choosing opportunities from among a diverse set of available offerings. Internally to the University, the Dean will work across Divisions to leverage the academic and research excellence of the University's faculty members in delivering high-quality continuing education courses. As the leader of the most visible provider of lifelong learning at the University, the Dean will work with other senior leaders to explore synergies among other U of T offerings and support the creation and maintenance of a University-wide community of practice centered around lifelong learning. A

foundational understanding of how a world-renowned and research-intensive university can shape the field of continuing education will be key to success in the role.

The new Dean of SCS will need to have a strong understanding of the role that community plays in building an accessible, equitable, diverse, and inclusive environment – as well as a commitment to engaging a broad range of stakeholders in developing new opportunities at SGS. The Dean is a champion of high-quality programming, excellence in teaching and learning, and exemplifies a commitment to customer service that is core to the identity of SCS. Lastly, the new Dean will have a vision for the future of the SCS, be keenly attuned to the changes in the continuing education ecosystem and have an instinct for future-building in the area of lifelong learning.

The School of Continuing Studies is one of the largest non-credit continuing education operations in North America. The School is committed to the continuum of lifelong learning and meets the needs of adult learners by being responsive to their unique aspirations, and by adapting curricula and course offerings to market demands and evolving pedagogical models.

For more information, please see the [School of Continuing Studies](#) website.

Responsibilities

Reporting to the University's Vice-President and Provost, the Dean for the School of Continuing Studies will be a dynamic and entrepreneurial educational thought leader. The Dean will undertake planning exercises to articulate academic, administrative, and business development activities for the School. The Dean leads the SCS management team, and works in collaboration with staff to ensure, among other deliverables, effective marketing and communications, excellent registration procedures, efficient financial administration, and accurate financial reporting.

The School's strength is its ability to develop, implement, evaluate, and refine innovative programs and services that respond to the emerging needs of learners, resulting in outstanding learning experiences and success. SCS takes a nimble approach to program innovation, ensuring that courses are grounded in real-world experience and external professional standards (where relevant). The Dean and SCS staff monitor labour market trends, identify potential growth areas, and explore possible collaborative opportunities with off-campus partners. In consultation with participating Faculties and campuses at the University of Toronto, the SCS team identifies non-credit program development opportunities that complement degree-credit programs. In partnership with academic divisions, SCS oversees the analysis of competitor programs, the monitoring of education trends, as well as changes in legislation, policy, or practice that may create opportunities for the development and delivery of continuing education programs. The Dean empowers the SCS team to deliver upon these important priorities.

Candidate Qualifications

Although the Search Committee recognizes that no one individual may possess the sought-after qualifications in equal measure, it has developed a set of criteria to articulate the desired background, experience, and personal qualities of the ideal candidate for Dean:

- A demonstrated commitment to lifelong learning, and to promoting the best learner experience; the ability to engage with learners from diverse backgrounds; proven commitment to the values of inclusivity, diversity and accessibility in higher education.
- The ability to function as a strong and persuasive advocate for the School of Continuing Studies, while contributing to the development and direction of the University as a whole; and the capacity to balance the various interests of multiple academic units and campuses.
- An astute and nimble leadership style, and an entrepreneurial approach to both leading and managing.
- A unique blend of business and academic experience, and the talent to effectively represent the University's brand and strategic direction to an external audience; skills in strategic communications, public relations, and marketing.
- Experience with strategic planning, and a proven track record of successfully actualizing strategic objectives.
- Experience engaging with a variety of communities, and an enthusiasm for outreach and forming valued ties between the University and the wider community.
- An affinity for fundraising, and a commitment to building strong relationships in support of the School's continued growth.
- The ability to attract corporate partnerships and to build strong governmental and non-governmental linkages.
- The skill of articulating a position, building a strong argument, and presenting it clearly and convincingly to various stakeholders, while helping people see opportunity where they initially saw constraint.
- Track record of successful consensus building and ability to work collaboratively in an organizationally complex and culturally diverse higher education setting.
- A capacity for striking the right balance between contemplation and action, between group discussion and individual autonomy.
- Understanding of online pedagogical models and their role in making education more accessible to the public, and a commitment to exploring and refining other modes of program delivery such as intensives and hybrids.
- Strong business acumen, and a talent for managing budgets and finance with a high degree of sophistication; the experience to mitigate risks associated with operating an entrepreneurial unit within a University context, and the capacity to attend assiduously to risk management on behalf of the School.
- An advanced degree from a recognized university.
- Experience managing in a unionized educational institution environment.

University of Toronto

The University of Toronto is committed to being an internationally significant research university, with undergraduate, graduate, and professional programs of excellent quality. – U of T Mission

The University of Toronto is consistently ranked as one of the world's leading institutions of higher learning, and is renowned for its excellence in teaching, research, innovation and entrepreneurship, which drives economic growth and promotes social well-being around the globe. The quality and range of the University's programs – undergraduate, graduate, and professional – span all disciplines and professions and attract top faculty and students from across Canada and around the world every year.

Located in the vibrant, diverse city of Toronto, U of T is also renowned for its leadership in professional education, its pre-eminence in graduate education, its three historic federated universities (Victoria, Trinity, and St. Michael's); and its tradition of strong senior leadership. U of T is a global institution, with an extensive alumni network of over half a million people in over 190 countries and territories.

The University of Toronto encompasses 18 Faculties and schools, more than 100 departments, and 170 research centres and institutes across three campuses. The University spans the cosmopolitan city of Toronto, with courses offered at campuses in downtown Toronto (St. George), Mississauga (UTM), and Scarborough (UTSC), and in the acclaimed clinical and research centres of its nine fully affiliated teaching hospitals. Together, they attract over \$1.3 billion in research grants and contracts each year. U of T also supports a vigorous program of commercialization and entrepreneurship through its nine incubators and accelerators, and is known as one of North America's leading universities in the creation of start-up companies. With more than 20,000 faculty and staff, some 90,000 students enrolled across the three campuses, and an annual operating budget of \$3.12 billion, the University of Toronto is one of Canada's Top 100 Employers and one of Canada's Best Diversity Employers.

Fully committed to teaching and research as complementary facets of scholastic achievement, U of T is consistently ranked among the top 25 universities in the world for teaching, research, and innovation, and also leads in disciplinary excellence with top-ranked departments in fields ranging from neuroscience to geography to philosophy. The Association of Research Libraries (ARL) ranks the U of T Libraries third in North America, after Harvard and Yale.

Recently, U of T was ranked 9th in the world for the employability of its graduates. U of T alumni are major economic drivers, having founded 190,000 ventures across all major industries, generating hundreds of billions in annual revenues, and employing millions of people globally. U of T graduates also include many thousands of distinguished researchers, teachers, creative artists, decision-makers, and persons of influence, including prominent federal, provincial, and municipal politicians, global business leaders, and eminent philanthropists.

President Meric Gertler has identified enhancing undergraduate education, deepening international collaboration, and leveraging the University's position in the Greater Toronto Area – one of the world's most diverse urban regions – as the University's top three strategic priorities. Additional information is available at utoronto.ca.

One University, Three Campuses

St. George

Toronto is one of the world's most diverse cities, with more than 100 dialects and languages spoken, and representation from across all cultural groups. Toronto is North America's fourth-largest city. The 6.4 million residents of the Greater Toronto Area contribute to a vibrant economic, social, and cultural life. Toronto is known for its characteristic friendliness, safety, and liveability. The [Economist](#) rates Toronto as the safest city in North America, and in its annual Quality of Life Ranking, [Mercer](#) rated Toronto 16th in 2017.

Toronto is Canada's financial and business capital. A dynamic, diverse, and expanding city, Toronto makes an ideal location for companies looking for a competitive edge. Toronto's economy is one of the most diverse in North America, and it is fast becoming a leading hub for technology start-ups – it is the third-largest technology sector on the continent, which includes more than 15,000 companies and over 400,000 employees in areas ranging from artificial intelligence to quantum computing and more. The pace of residential building projects reflects the city's rapid rate of growth; Toronto leads all North American municipalities in new, large-scale development projects, with 185 high-rise buildings currently under construction.

Toronto also boasts a wealth of creative talent and is home to more than 70 film festivals, including the annual Toronto International Film Festival. It is also home to internationally recognized symphony, ballet, and opera companies – the Toronto Symphony Orchestra, the National Ballet of Canada, and the Canadian Opera Company. Toronto boasts more than 200 professional performing arts organizations, including the famous Mirvish Productions, and countless commercial and not-for-profit galleries and museums.

Toronto is a city of festivals, including Nuit Blanche, Winterlicious, Pride Week, and the Cavalcade of Lights Festival and Exhibit, which collectively attract more than 2.5 million residents and tourists each year. The city has over 50 major attractions including heritage sites, cultural centres, and zoos, and is home to seven professional sports teams. Additional information is available at [City of Toronto](#) and [Toronto Now](#).

UTM

UTM, one of three U of T campuses and the University's second-largest division, was established in 1967. The campus is the leading provider of university education in the western Greater Toronto Area through its 19 academic departments, including an Institute for Management and Innovation with a distinct emphasis on sector-oriented interdisciplinary management education, and an Institute of Communication, Culture, Information and Technology. UTM's 147 programs cover 90 areas of study. The campus is also home to the Mississauga Academy of Medicine – a medical education and research facility involving collaboration among UTM, the Faculty of Medicine, and three major hospitals. The campus population numbers approximately 13,700 undergraduate students and 575 graduate students, along with 2,300 full- and part-time employees, including 915 permanent faculty and staff. In accordance with the University's strategic vision outlined in *Towards 2030*, UTM is expected to see

substantial further growth in undergraduate and graduate programs and enrolment within a differentiated campus model.

UTM offers learning opportunities within a research-intensive environment – a defining feature of U of T’s undergraduate experience – and places strong emphasis on student success. The latter is aided by a series of curricular and co-curricular transition programs through the Office of Student Transition, language and academic-culture bridging through ACE@UTM, and Facilitated Study Groups through Robert Gillespie Academic Skills Centre and numerous other initiatives. I-CUBE, a business incubator to support student entrepreneurship, was established in 2014.

The campus is located in the city of Mississauga on 225 acres of protected greenbelt along the Credit River, 33 kilometres west of U of T’s downtown Toronto campus. The modern campus boasts a number of award-winning facilities, including the Hazel McCallion Academic Learning Centre (library and information complex), and the Recreation, Athletics and Wellness Centre. Additional information is available at utm.utoronto.ca.

Mississauga is Canada’s 6th largest city, with a culturally diverse population of approximately 750,000, a vibrant economy, and excellent educational and recreational facilities. Mississauga is consistently rated as one of the safest cities in Canada, has a diversified high-tech and knowledge economy, and hosts the Canadian headquarters of approximately 60 Fortune-500 companies. Additional information is available at mississauga.ca.

UTSC

Located in the Highland Creek area of Scarborough, UTSC is both a green and growing campus. Undergraduate enrolment now exceeds 12,000 students. Seventeen per cent are international, representing 81 countries. UTSC faculty and students take an active role in their urban environment through more than 40 community partnerships. The campus enjoys a vibrant association with the eastern Greater Toronto Area by providing access to art exhibitions, theatrical and musical presentations, conferences, public lectures, and sporting events.

UTSC programs are research-intensive and encompass a broad range of disciplines in the arts, humanities, management, sciences, and social sciences. The campus is acclaimed for pedagogical innovation, including 46 cooperative programs that place undergraduates in work positions as part of their studies. UTSC comprises 15 autonomous academic departments and centres; cross-appointments foster a culture of cooperation with other campuses.

The recently completed LEED Gold Environmental Science and Chemistry Building combines state-of-the-art laboratories with flexible teaching spaces. The LEED Gold Toronto Pan Am Sports Centre, built for the 2015 Pan Am & Parapan American Games, provides students, faculty, and staff with exceptional facilities for recreational and co-curricular sport and physical activity, as well as research. UTSC students demonstrated their commitment to outstanding facilities by contributing \$30 million to the construction of TPASC through a levy. Additional information is available at utsc.utoronto.ca.

Acknowledgement of Traditional Land

For thousands of years, the land on which the University of Toronto operates has been the traditional land of the Huron-Wendat, the Seneca, and the Mississaugas of the Credit. Today, this meeting place is still the home to many Indigenous people from across Turtle Island and the University is grateful to have the opportunity to work on this land.

Application Information

Regularly named one of Canada's Top 100 Employers and one of Canada's Best Diversity Employers, the University of Toronto is strongly committed to diversity within its community and especially welcomes applications from racialized persons/persons of colour, women, Indigenous/Aboriginal People of North America, persons with disabilities, LGBTQ persons, and others who may contribute to the further diversification of ideas. Please note that while all qualified candidates are encouraged to apply, applications from Canadians and permanent residents will be given priority. In accordance with the Accessibility for Ontarians with Disabilities Act, accommodation will be provided to individuals with disabilities throughout the recruitment process.

The appointment of the new Dean will be effective July 1, 2021 or as soon thereafter as mutually agreed. Consideration of candidates will begin immediately and will continue until the position is filled. Nominations, applications, expressions of interest should be directed, in confidence, to Archana Sridhar, Assistant Provost, at archana.sridhar@utoronto.ca.