Job Title: Associate Dean of Women  
Classification: Exempt (Salary)  
Department: Foreman /Conard  
Hours Per Week: Full-time  
Salary: Commensurate with experience  
Available: Immediately

Position Summary: The Associate Dean of Women oversees Aleph Gimel Ain (AGA), Foreman Hall front desk, summer guest rooms, assists with resident assistant programing and training, website management, in addition to dean on duty responsibilities. Also, works collaboratively with the other deans to create a consistent and team oriented environment. Provides a positive and enriching experience as mentor and role model for the residents that exemplifies a Seventh-day Adventist Christian atmosphere. Also, works collaboratively with the other deans to create a consistent and team-oriented environment. Provides a positive and enriching experience as mentor and role model for the residents that exemplifies a Seventh-day Adventist Christian atmosphere.

Qualifications:
- **Education**: Bachelor’s degree or equivalent experience; Master’s degree preferred.
- **Licenses/Certifications**: Preferred: CSDE/CRLE (Certification of Student Development Educators/Certified Resident Life Educator Current Member of ASPA (Adventist Student Personnel Association)
- **Experience/Skills**
  - **Years of experience**: 3-5 years, 5-10 years preferred.
  - **The Associate Dean of Women must recognize her role as a representative of the University. She must be able to lead, communicate effectively, work with individuals, small groups, and large groups. Public speaking in front of students is frequent. The Associate Dean of Women is also a direct supervisor to student employees. Strong, positive leadership skills are essential to developing unity and teamwork to provide consistency for programming and the resident experience.**

Job Description: For detailed job description, [click here](#)

Apply:
- **Apply For This Position** (External Applicants)
- **Apply for This Position** (Internal Applicants, Current employees, not Student)

*Please also submit a cover letter and resume along with the employment application. Within the employment application, an option is provided giving the ability to upload your cover letter and resume.*

Questions: Human Resources: 509-527-2820 or email: employment@wallawalla.edu