

Vice Provost USC Columbia Internal Search

Applications are invited for the position of Vice Provost. The Vice Provost reports to the Vice President for Academic Affairs and Provost, and serves at the pleasure of the Provost. The position is expected to begin on January 1, 2010, and will be an annual appointment with subsequent renewals upon mutual agreement.

Essential Functions of the position consist of:

- Lead the Academic Affairs programming in international affairs. Examples of responsibilities in this area include:
 - Develop alliances with international universities and institutes.
 - Provide faculty and students opportunities to engage in scholarship and academic programs in international venues.
 - Develop programs for international students and scholars to visit and attend USC.
 - Represent USC at higher education conferences/forums on internationalization.
- Develop and implement a comprehensive Academic Affairs Space Plan, in collaboration with the Provost, the Capital Planning Committee, and the deans. Examples of responsibilities in this area include:
 - In collaboration with the academic units, develop and implement a space allocation plan and assist in allocating and improving academic space.
 - In collaboration with the Vice President for Finance and Planning, develop and implement a plan for addressing the deferred maintenance needs of academic space.
- Serve as the liaison to the Office of the Vice President for Research and Graduate Education. Examples of responsibilities in this area include:
 - In collaboration with the academic units, Graduate School, and Office of the Vice President for Research and Graduate Education, serve as an advocate for graduate and doctoral education.
 - Assist the colleges and schools in the development of doctoral programs.
 - Assist departments in reaching their goals of achieving quality graduate programs.
- Provide assistance to the Provost and others in seeking extramural and private funds and resources for the academic program of the university
 - Seek funding for the international program
 - Seek funding for space upgrades and for special projects
 - Seek funding for doctoral education

Applications should include a letter of interest, current curriculum vitae and three references. Applicants are expected to be tenured, full-time faculty members at the rank of professor and have previous administrative experience at the level of Department Chair or above. This is a twelve month position. Applications should be sent to: Provost Michael D. Amiridis, Office of the Provost, 102 Osborne Administration Building, USC Columbia, Columbia, SC 29208. Completed applications should be received no later than Friday, October 30, 2009. Women and minority faculty members are especially encouraged to apply.