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Northwestern

Associate Dean for Leadership and Inclusion

Job ID: 50691

Location: Evanston, Illinois

Department: Kellogg Dean's Office

Salary/Grade: EXS/16

Job Summary:

Inclusion and belonging are fundamental pillars of leadership development at Kellogg, defining the essence of a Kellogg leader. We believe good leaders exhibit empathy and drive collaboration toward shared objectives, valuing diverse perspectives and backgrounds. Reporting directly to the Dean of the Kellogg School of Management, the Associate Dean for Leadership and Inclusion will be a pivotal member of the Dean's Senior Leadership Team (SLT).

While Kellogg research and curriculum is recognized for its strength in developing business skills and competencies (what MBA's do), this appointment will manage co-curricular programming – our investment in the character of our students (what we want MBA's to be). The Associate Dean will define the vision and work collaboratively to build and coordinate the delivery of programming towards this goal. Kellogg is committed to advancing inclusive leadership and seeks a leader capable of designing co-curricular programming focused on cultivating cooperative leadership, empathy, and partnership, while fostering the creation and leadership of thriving, inclusive cultures.

Dependent on the specific skills, competencies and education of the individual, the incumbent could be considered for a clinical appointment and responsible for teaching up to three (3) courses on leadership in degree and non-degree programs.

The successful candidate will be a strategic leader who has a strong track record in leadership in complex organizations and can demonstrate a proven ability to navigate complex organizational structures, facilitating change through inspiration and empowerment. Their approach, characterized by openness, transparency, empathy, and diplomacy, will drive the continued commitments of achieving and maintaining an inclusive community at Kellogg. The role requires both strategy and execution – working with the full range of Kellogg stakeholders to provide opportunities to better understand and live out Kellogg's leadership values.

The role requires active engagement with the Kellogg community to foster diversity, belonging, and a sense of community among all members. Collaborating closely with Faculty and staff leaders in Human Capital,

Faculty Affairs, Community Engagement, and Student Experience in addition to senior leadership the incumbent will forge strong connections and gain a deep understanding of all Kellogg community members. Through these efforts, Kellogg aims to cultivate a diverse and inclusive community, enabling every member to thrive and make meaningful contributions.

The Associate Dean will actively engage with all populations – students, faculty, and staff – and play a crucial role in leadership development programs and ensuring Kellogg’s leadership philosophy pervades all aspects of the Kellogg community. This role is an active participation in leadership development programs across Kellogg – including but not limited to Kellogg’s full-time and evening/weekend programs. Proficient in initiating and guiding transformative dialogues, the incumbent will be adept at steering conversations and work while maintaining a visionary and purpose-driven outlook.

Specific Responsibilities:

- Aligning co-curricular leadership engagements (across all degree programs) with core academic curriculum to strengthen the competencies of Kellogg leaders to ensure they are adept at cooperative leadership, empathy and partnership as well as creating and leading thriving and inclusive cultures
- Engaging the entire Kellogg community – including faculty, staff and students – to embed the Kellogg leadership values of empathy, cooperation and inclusion across all aspects of the Kellogg experience
- Creating and continually developing a cadre of leadership facilitators and coaches proficient in teaching and infusing Kellogg’s leadership values throughout the Kellogg community
- Tracking Kellogg’s leadership and inclusion journey through biannual survey and driving changes based on results and feedback

Miscellaneous

Performs other duties as assigned.

Minimum Qualifications:

- 10+ year's leadership related experience at a senior leadership level required
- Successful completion of a MBA or Master’s Degree. Advanced degrees or certifications related to leadership development, organizational development, or diversity and inclusion are advantageous.
- Demonstrated track record of leadership in complex organizations, showcasing the ability to navigate intricate organizational structures and facilitate change effectively.

Minimum Competencies: (Skills, knowledge, and abilities.)

- Proven capability in strategic planning and execution, with an emphasis on fostering inclusivity and belonging within an organizational context
- Experience in higher education senior leadership strongly preferred, knowledge of the operation and culture of academic departments and institutions.
- Ability to collaborate effectively with diverse stakeholders, including senior leadership, faculty, staff, and students, to promote a culture of empathy, cooperation, and inclusion.
- Excellent communication skills, including the ability to initiate and guide transformative dialogues, steer conversations, and maintain a visionary outlook.
- Strong interpersonal skills, characterized by empathy, diplomacy, openness, and transparency, essential for driving cultural change and fostering a sense of community.

Preferred Qualifications:

- Extensive experience in designing and implementing leadership development programs, particularly those focused on empathy, cooperation, and inclusion.
- Prior experience in a higher education setting, within a leadership role, with a deep understanding of academic institutions' dynamics and challenges.
- Experience in teaching leadership-related courses in degree or non-degree programs, demonstrating proficiency in conveying leadership concepts and values effectively.
- Proven ability to drive organizational change, including experience in assessing needs and developing strategies.
- Familiarity with survey methodologies and data analysis techniques, enabling the effective tracking of progress through regular surveys and feedback mechanisms.
- Demonstrated cultural competence and understanding of inclusion and belonging issues, along with the ability to navigate cultural differences sensitively and promote an inclusive environment for all community members.
- Outstanding verbal, written, and presentation skills, as well as organizational skills, especially including demonstrated ability for tact and discretion.
- Demonstrated ability to work collaboratively, effectively and diplomatically with a diverse set of colleagues, as well as with students, staff and faculty at all levels.

Target hiring range for this position will be between \$185,000 - \$225,000 per year. Offered salary will be determined by the applicant's education, experience, knowledge, skills and abilities, as well as internal equity and alignment with market data.

Please apply online at

https://careers.northwestern.edu/psp/hr857prd_er/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS_CG_SEARCH_FL.GBL?Page=HRS_APP_JBPST_FL&Action=U&FOCUS=Applicant&SiteId=1&JobOpeningId=50691&PostingSeq=1

Benefits:

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Work-Life and Wellness:

Northwestern offers comprehensive programs and services to help you and your family navigate life's challenges and opportunities, and adopt and maintain healthy lifestyles. We support flexible work arrangements where possible and programs to help you locate and pay for quality, affordable childcare and senior/adult care. Visit us at <https://www.northwestern.edu/hr/benefits/work-life/index.html> to learn more.

Professional Growth & Development:

Northwestern supports employee career development in all circumstances whether your workspace is on campus or at home. If you're interested in developing your professional potential or continuing your formal education, we offer a variety of tools and resources. Visit us at <https://www.northwestern.edu/hr/learning/index.html> to learn more.

Northwestern strongly recommends COVID-19 vaccinations and boosters for people who can obtain them as a critical tool for minimizing severe illness. More information can be found on the [COVID-19 and Campus Updates](#) webpage.

The Northwestern campus sits on the traditional homelands of the people of the Council of Three Fires, the Ojibwe, Potawatomi, and Odawa as well as the Menominee, Miami and Ho-Chunk nations. We acknowledge and honor the original people of the land upon which Northwestern University stands, and the Native people who remain on this land today.

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