



QUEEN'S COLLEGE

Faculty of Theology
210 Prince Philip Drive
St. John's, NL A1B 3R6
Phone: (709) 753-0116
Fax: (709) 753-1214

E-Mail: provostrecruitment@queenscollegenl.ca

Provost and Vice Chancellor Faculty of Theology, Queen's College, St. John's Newfoundland, Canada

Queen's College Faculty of Theology is looking for an individual with experience and achievements as a leader and theological educator to join our team and community as Provost / Chief Executive Officer. We want our Provost to be a leader who inspires, motivates, consults, and collaborates. The Provost must have appreciation and regard for Queen's College history and nurture continuous growth and improvement by thinking outside the box and seeing the big picture.

Applications are invited for the Chief Executive Officer position of Queen's College Faculty of Theology, St. John's, Newfoundland and Labrador, Canada.

Queen's College was established in 1841 to prepare men for ministry in parishes of Church of England in Newfoundland. Since then, Queen's has continued to evolve and to meet current needs of the Church and community in Newfoundland and Labrador and beyond. Queen's College is sponsored by the three Anglican Church of Canada Dioceses of NL. Queen's currently has about 175 students preparing for ordained and lay ministries. Women and men from six denominations are enrolled as part-time and full-time students in both degree and non-degree programs. Courses and programs are available on campus, on line and by correspondence. Queen's College is incorporated under an Act of the Provincial Legislature which grants it authority to confer degrees in theology. Queen's College is an Associate Member of the Association of Theological Schools of the United States and Canada.

The Provost Position is the senior leadership position of Queen's College. The Provost is the Chief Executive Officer of the Board of Trustees of the Corporation of Queen's College and acts on behalf of the Corporation to ensure the operation, administration, planning, delivery and evaluation of programs and services are in line with the Vision, Mission, Values, and Mandate of Queen's College.

Candidates

Applicants must demonstrate

- Experience, success and accomplishments in a senior leadership role;
- Thorough understanding of theological education and curriculum;
- Working knowledge of Accreditation Standards of the Association of Theological Schools.
- Appreciation of spiritual development, faith community dynamics, diversity, and ecumenism;
- A vision for theological education that meets the changing needs and challenges for those involved in ministry and mission in the 21st century.
- Network with other Canadian Anglican Colleges and Theological Schools.

Salary

Commensurate with the role, responsibilities and experience.
Details to be discussed in recruitment process.

Application

Interested individuals should submit an application letter that includes the following:

- A current curriculum vitae (CV);
- A brief statement of your philosophy of theological education (maximum of one page in 12 pt. font, single-spaced).
- Three references (at least one academic reference, one character reference, and one other);
- Copies of official transcripts;
- Copies of other documents relevant to the position as advertised.
- Verification that you can legally work in Canada.

To apply ... forward your letter and materials to provostrecruitment@queenscollegenl.ca or to
Chair of Provost Recruitment Committee
Queen's College
Faculty of Theology
210 Prince Philip Drive
St. John's, NL A1B 3R6

Application deadline is **18 October 2019**.

Provost Position Description

The Provost Position is the senior leadership position of Queen's College. The Provost is the Chief Executive Officer of the Board of Trustees of the Corporation of Queen's College and acts on behalf of the Corporation to ensure that all operations, administration, planning, delivery and evaluation of programs and services are in line with the Vision, Mission, Values, and Mandate of Queen's College.

Roles and Responsibilities

The Provost

- Takes direction from the Corporation (Board of Trustees) and the Executive of the Corporation;
- Works closely with the Dean of Theology and Director of Student Programs on academic matters;
- Serves as a member of Corporation and presents reports at Corporation Meetings;
- Provides updates to Corporation at the end of each semester;
- Serves as the highest authority with regard to the internal affairs of the College;
- Gives effective strategic attention to academic program planning, policies and delivery;
- Provides leadership and oversight of faculty matters including recruitment, performance and professional development;
- Provides leadership and oversight of students' academic formation, in consultation with the Dean of Theology and the Director of Student Programs;
- Gives care and attention to the design and delivery of programs and courses to ensure a balanced curriculum;
- Gives attention and support to the spiritual development of students in consultation with the Chaplain and the Director of Student Programs;

- Teaches and engages in their own scholarship;
- Oversees and attends to details of the affiliation with Memorial University of Newfoundland.
- Collaborates and engages with academic and ecclesiastical organizations to build relationships and promote Queen's College in partnerships and collaborations;
- Liaises with the heads of Anglican Colleges in Canada;
- Represents Queen's College at community functions;
- Holds responsibility for the procurement and appropriate use of all resources and assets allocated for the operation of Queen's College;
- Maintains a working knowledge of Association of Theological Schools (ATS) standards;
- Holds the title and function of Vice Chancellor of Queen's College;
- Carries out duties as deemed needed and appropriate to maintain and promote the Vision, Mission, Mandate and operation of Queen's College.

Accountabilities

The Provost is responsible directly to the Board of Trustees of the Corporation of Queen's College. The Provost oversees, consults, collaborates and delegates to ensure proper planning, delivery and evaluation of programs, services and activities of the College.

Evaluation

The Provost has an annual Performance Appraisal in the Winter Semester. The Appraisal is completed by a subcommittee of the Corporation and the Report is presented to the Corporation at the Spring Corporation Meeting. Other evaluations may be completed as deemed needed or suitable by the Corporation.

Qualifications and Attributes

- A Doctoral Degree in an area appropriate to theological education.
- Master of Divinity Degree or similar verification of education and training for pastoral ministry.
- Minimum of five years' experience of senior leadership.
- Demonstrated commitment to inclusive and diverse academic community, church and society.
- Strong communication skills with ability to inspire collegiality among faculty, students, and benefactors.
- Leadership style that reflects qualities and values of integrity, fairness, collaboration, humility and Christ-centeredness.