University of Notre Dame: College of Science: Applied and Computational Mathematics and Statistics

Academic Director Data Science Online M.S. & Special Professional Faculty

Location: Notre Dame, IN

In August 2017, the University of Notre Dame launches a Data Science M.S. degree in online format, in collaboration with AT&T. Learn more at http://datascience.nd.edu/ Aimed at the working professional, this degree will offer the advanced training students need to be skilled, industry-informed and creative data scientists.

The Department of Applied and Computational Statistics and Mathematics at the University of Notre Dame seeks an experienced, energetic, and collaborative colleague to lead this program from its inception, articulating a strong vision and executing on that vision with integrity and efficacy. The Director will be an important voice in the flourishing cross-disciplinary data science initiatives at Notre Dame.

Key Attributes and Responsibilities of the Position

*Leading Notre Dame’s MS in Data Science Program, the Director will:*

- Work collaboratively with participating Notre Dame faculty and staff (and as guided by the program’s Executive Committee and the Faculty Director) to implement and supervise academic aspects of the program, including program faculty hiring, training & mentoring; instruction; outcomes assessment (including placement and student satisfaction); quality assurance; compliance with academic policies and accreditation standards. Collaborate with the Faculty Director and participating faculty in curriculum planning, development of course materials, and program admissions;
- Teach at least one complete course per semester (potentially with multiple sections) in the Program (or the Department, as appropriate) and participate in two annual short-term (4 day) location-based immersion courses at Notre Dame, in Palo Alto, Dallas, or other locations;
- Supervise administrative and professional staff in the program; (such as student services and program coordination personnel), and ensure compliance with regulatory and administrative procedures;
- Develop relationships with data scientists and their employing organizations to support program activities, including identification of case studies, student recruitment, professional enrichment and placement of graduates;
- Supervise marketing efforts, student recruitment, and operations of supporting service providers;
- Provide annual reports on the academic and non-academic performance of the program to the program’s Executive Committee and senior University leadership;
- Create a climate in which diversity, transparency and professional accountability is celebrated, and in which all students can thrive and succeed.

QUALIFICATIONS

*Key Characteristics and Qualifications of the Director*
The Director of the MS in Data Science program will have the following attributes:

- A doctoral degree in a field represented in the program (statistics, computer science, quantitative psychology, business, or other quantitative or computational fields);
- An appropriate blend of academic and professional experience that qualifies them for a special professional faculty (non-tenure-track) position in the Department of Applied & Computational Mathematics and Statistics;
- Demonstrated success as a manager or administrator;
- Demonstrated success as an instructor in a domain related to the program;
- Versatility and flexibility as a teacher;
- Awareness of the lifecycle and nature of professional graduate education, including the complex factors related to student success;
- A strong grasp of the affordances and characteristics of online learning and professional education, and with the pedagogical strategies related to success in this modality.

APPLICATION INSTRUCTIONS

Please submit a cover letter and current cv/resume. Applications will be reviewed immediately and accepted until the position is filled.

Inquiries for this position only may be directed to Elliott Visconsi, Chief Academic Digital Officer (eviscons@nd.edu)

To apply now visit: http://aptrkr.com/928303

This appointment is contingent upon the successful completion of a background check. Applicants will be asked to identify all felony convictions and/or pending felony charges. Felony convictions do not automatically bar an individual from employment. Each case will be examined separately to determine the appropriateness of employment in the particular position. Failure to be forthcoming or dishonesty with respect to felony disclosures can result in the disqualification of a candidate. The full procedure can be viewed at http://facultyhandbook.nd.edu/university-policies/background-check-procedure-for-prospective-faculty/.

EQUAL OPPORTUNITY EMPLOYMENT STATEMENT

The University of Notre Dame seeks to attract, develop, and retain the highest quality faculty, staff and administration. The University is an Equal Opportunity Employer, and is committed to building a culturally diverse workplace. We strongly encourage applications from female and minority candidates and those candidates attracted to a university with a Catholic identity. Moreover, Notre Dame prohibits discrimination against veterans or disabled qualified individuals, and requires affirmative action by covered contractors to employ and advance veterans and qualified individuals with disabilities in compliance with 41 CFR 60-741.5(a) and 41 CFR 60-300.5(a).