

Position Description

Internal University of Minnesota Search

Executive Director

**Robert J. Jones Urban Research and Outreach-Engagement Center (UROC)
University of Minnesota**

Office for Public Engagement
Office of the Executive Vice President and Provost

Applications and nominations are invited for the position of Executive Director of the University's Robert J. Jones Urban Research and Outreach-Engagement Center (UROC), located in North Minneapolis. The position is open to tenured faculty members at the University of Minnesota who have a record of scholarship and leadership in the areas of urban community research, community-engaged scholarship, and community partnership development.

The executive director reports to the associate vice president for public engagement and serves as the intellectual, academic, strategic, and administrative leader of UROC. She/he provides leadership to: a) advance the vision, mission, reputation, and goals of UROC and the University of Minnesota; b) build UROC's community-focused research agenda through the active engagement of University faculty from across disciplines and the engagement of members of the local and broader communities; c) optimize UROC's full potential as a innovative place-based university center that fosters the advancement of community-engaged urban-focused research of meaningful impact; and 4) further the advancement and institutionalization of the University's broader public engagement agenda.

The position is an annually renewable, 12-month, academic administrative appointment (director, campus-wide, job code 9334)—a 50–75% time appointment held concurrently with a tenured faculty appointment. The beginning date is July 1, 2017, or as soon as possible thereafter. Terms and conditions are negotiable (during summer term and ongoing) depending upon prior commitments and responsibilities of the selected candidate.

The [Robert J. Jones Urban Research and Outreach-Engagement Center](#) leverages the strengths of the university with the expertise and resources of partners across many community sectors to advance publicly engaged research, teaching, and learning; improve quality of life; nurture mutually beneficial and sustainable University-community collaborations; discover solutions to critical urban challenges; and to build new models of urban development benefiting all metropolitan communities.

The center is aligned with other University urban initiatives as well as with the University's broader public engagement and community outreach agendas, including the University's [Ten-Point Plan for Advancing and Institutionalizing Public Engagement](#). As a University research and engagement center reporting to the Provost's Office, UROC also supports the strategic goals and priorities of the campus-wide strategic plan, [Driving Tomorrow](#). Current program priorities, developed mutually with the community, focus on education and lifelong learning, health and wellbeing, and economic and community development.

Since opening its doors in November 2009, the UROC building has become a hub for over 75 unique University projects and initiatives, all of which have engaged community partners. The center's ongoing growth and development will focus on expanding UROC programming, more deeply engaging University faculty, developing strong evaluation metrics aligned with innovative community-based research and teaching models, and maintaining a strong base of stakeholder support that ensures optimal impact and long-term success.

Responsibilities

- Provide overall leadership for planning, coordinating, and administering the Urban Research and Outreach-Engagement Center and its collaborations, operations, affiliated programs, and staff
- Ensure the full achievement of UROC's mission as a place-based research and engagement center that fosters collaborative work between University researchers and community partners
- Broaden engagement of community partners and University faculty and staff in mutually beneficial urban research and engagement initiatives; develop and strengthen strategies for responding to community and University interests, for fostering exchange and innovation, and for developing collaborative relationships and programs
- Oversee relationships with programs and initiatives housed within the center, including managing processes to ensure alignment and documentation of collaborative work
- Facilitate collaborations among internal and external partners in ways that align with the University's strategic plan and academic research priorities around urban grand challenges
- Advance the University's development as an engaged research university through the production of high community-impact research and education initiatives
- Support a scholarly agenda for strengthening the study and practice of urban community engagement
- Oversee the selection and convening of the UROC Executive Advisory Committee to support UROC's mission and vision
- Collaborate with the Associate Vice President for Public Engagement, University Foundation staff, and others to identify viable funding opportunities for UROC, plan and implement a development strategy focused on long-term sustainability, and work with internal and external stakeholders to secure funding

Required Qualifications

- Current appointment as University of Minnesota tenured faculty member
- Strong academic background in community-engaged research and partnership development.
- Demonstrated knowledge of and interest in urban-focused research, teaching, and outreach-engagement, with a record of successful public engagement scholarship and activity, preferably with community-based organizations, local government, and non-profits
- Knowledge and understanding of best practices in building mutually beneficial campus-community partnerships, participatory research, and community-engaged scholarship
- Experience working with academics and community practitioners from varied disciplinary perspectives
- Demonstrated strengths in administrative management (including budget management)
- Demonstrated strengths in communicating effectively in community as well as university settings

- Experience guiding a multi-faceted, decentralized program or department to establish a common vision, mission, and goals and work collaboratively across units
- Successful record of supporting and advancing equity, diversity, and inclusion
- Successful record of obtaining and managing external funding

Preferred Qualifications

- Experience planning and overseeing evaluation
- Direct experience or involvement with UROC-affiliated collaborations or initiatives
- Demonstrated effectiveness as a leader in a highly collaborative, team-based organization

Nominations and Applications

Applications and nominations of candidates should be sent to the search committee via email to: urocsrch@umn.edu].

To nominate a faculty member for this position: please submit a letter of nomination and a brief statement of the nominee's qualifications for the position. (Email to urocsrch@umn.edu).

To be considered as a candidate for this position: please send a letter of application that details interest and specifies how your record meets the stated qualifications. Include a curriculum vitae and contact information for three professional references. (Email to urocsrch@umn.edu).

The names of all nominees and applicants remain confidential and are not made public without permission of the applicant. References will not be contacted without the approval of the candidate. The search committee will begin its review of applications on **March 31, 2017**. Applications will be accepted until the position is filled.

The University of Minnesota is committed to the policy that all persons shall have equal access to and opportunity in its programs, facilities, and employment without regard to race, color, creed, religion, national origin, gender, age, marital status, disability, public assistance status, veteran status, sexual orientation, gender identity, or gender expression.