Position Announcement
Chairperson, Department of Chemistry & Biochemistry Internal Search

The Department of Chemistry & Biochemistry at Southern Illinois University in Carbondale announces an opening for the position of Chairperson of the department. The Chairperson’s duties are comprised of administrative, teaching, and research activities.

Responsibilities:

The Chairperson is the chief academic, administrative, and fiscal officer of the department and is responsible for operating the department in a manner consistent with the Operating Paper of the department, the College of Science Operating Paper, and the Board of Trustees and University Policies and Procedures. The Chairperson, in cooperation with the faculty of the department, is responsible for formulating short- and long-range goals that enhance the teaching, research, and service missions of the department. The Chairperson and the faculty establish plans and policies that are directed toward implementing the goals, and periodically review them in light of changing conditions. The Chairperson, being the official spokesperson of the department, presents the departmental goals, plans, reviews, and policies to the administrative officers of the university and other external constituents.

The Chairperson is responsible for the fiscal management of the department state appropriated budget, indirect cost return funds, and Foundation accounts in a manner consistent with University policies and plans as well as applicable State laws. See

http://policies.siuc.edu/policies/DepartmentChairs.html.

The applicant must be a tenured associate or full professor in the Department of Chemistry & Biochemistry at SIU Carbondale. The deadline for nomination and nominee materials is July 31, 2019 11:59 p.m.

Nomination letters and nominee’s CV should be emailed to: Julie Virgo,

jvirgo@cos.siu.edu
Subject: Chemistry & Biochemistry Chair Search Committee

SIU Carbondale is an Affirmative Action/Equal Opportunity Employer of individuals with disabilities and protected veterans that strives to enhance its ability to develop a diverse faculty and staff and to increase its potential to serve a diverse student population. All nominations are welcomed and encouraged and will receive consideration.