



American Samoa Community College
Department of Trades and Technology
EMPLOYMENT OPPORTUNITY

Position Title: Dean of Trades and Technology Department
Employment Status: Full Time/12 Months – Career Service

General Description:

The position is directly under the supervision of the Vice President. The Dean of Trades and Technology provides the necessary academic leadership, management, planning and personnel supervision to successfully meet the identified mission, goals and objectives of American Samoa Community College and the Trades and Technology Department.

Job Duties and Responsibilities:

- Supervises the daily development, administration and management of the Trades and Technology Department.
- Provides effective leadership for the academic, financial and personnel affairs of the department
- Works collaboratively with faculty and administrators within the American Samoa Community College system
- Establishes and encourages sustained collaborative partnerships with both public and private workforce entities;
- Effectively represents the College's vision and mission to the wide spectrum of stakeholders;
- Performs and executes other duties assigned by the Vice President.

Minimum Qualifications:

- Doctorate Degree in Education, Business, Trades, Technology or related field from an accredited institution of Higher Education. A master's degree with ten (10) years of working experience and five (5) years in a Supervisory capacity may be considered. Must have working experience in organizational management, and teaching experience in Trades, Technology or related fields. The applicant must also have experience in or related to soliciting federal or private funding.

Desirable Qualifications:

- knowledge of Samoan culture and Samoan Language proficiency.
- Must have experience in grant management and knowledge of workforce related issues.

Salary: Salary will be commensurate with degree and experience.

Application Deadline: To be determined upon approval of Job Announcement Form

Applications are available from American Samoa Community College, Human Resources Office at 699-9155 Ext. 403/335/436

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