

College of Humanities, Arts, and Social Sciences
Associate Dean for the Social Sciences
Position Description
November 2025

The **Associate Dean for the Social Sciences** is a 100% academic administrative appointment in the College of Humanities, Arts, and Social Sciences. Among the several associate deans, assistant deans, equity officers, and HR and academic directors, the Associate Dean for the Social Sciences serves on the CHASS dean's senior leadership team. The standard appointment term is five years, during which time the appointee retains their underlying Senate faculty position, consistent with [APM 246](#).

The Associate Dean supports curricular, research, and service activities across the various social science degree-granting programs, research centers, and special initiatives in the College and throughout the University. The Associate Dean advises the Dean on various matters of concern to the College. The Associate Dean may represent the Dean or College, including the exercise of delegated decision-making and signature authority as permitted.

The position requires strategic thinking, creativity, strong fidelity to policy and procedures, respect for shared governance, and discretion. The position requires a nimble approach to deliberation and decision-making. A strong work ethic, flexible hours, compassion, and resilience are necessary. In consultation with the Dean, the position holder will also have the space to cultivate their own styles of leadership as well as a work schedule that integrates institutional and personal obligations.

Key functional areas include:

- **Academic Personnel**, specifically fair, equitable, and timely appointment, periodic review, promotion, and compensation of Senate and Non-Senate faculty as well as academic student employees
- **Faculty Development**, specifically onboarding, retention, and career progression of Senate and Non-Senate faculty across the College
- **Leadership**, especially onboarding and career progression of chairs, directors, and other leaders across the College
- **Resource Management**, specifically hiring prioritization, temporary teaching allocations, and space management
- **Research**, specifically coordination across the academic units, the Social Sciences Lab, the Center for Ideas and Society, the Vice Chancellor for Research and Economic Development, and external funders
- **Peer Networking**, specifically work with other academic leaders at UCR, across the UC, and among national social science disciplinary associations and networks

- **Advocacy**, specifically work with partners and collaborators both internal and external to UCR
- **Compliance**, specifically the Academic Personnel Manual and related guidelines as well as Campus, System, and Regents policy
- **Problem Solving and Conflict Resolution**, specifically liaison work with the Vice Provost for Academic Personnel, the Vice Provost for Administrative Resolution, the Office of Civil Rights, and the Academic Senate, among others

The Associate Dean shall be recruited, appointed, reviewed, and compensated under the CHASS Associate Dean Appointment and Reappointment Policy.