



ST MARGARET'S
COLLEGE

Dean of Students

St Margaret's College is seeking a full-time Dean of Students who has the capability, commitment and energy to work closely with the Master of the College in supporting a focussed academic community of 224 undergraduate students (College Members) residing at the College.

Established in 1911, the College is an independent, not for profit, co-educational residential college located on the University of Otago's Dunedin campus. It has formal affiliation status with the University.

The Dean of Students' role is to deliver to Members outstanding academic, pastoral and other support services as part of the College's commitment to providing a comprehensive and outstanding collegiate experience. S/he will also organise and manage College-wide events and functions for Members.

The successful candidate will have a tertiary qualification and experience working with young adults. They will have the ability to establish rapport with Members and promote our core values and community expectations. Experience in providing pastoral care and academic support to students is required. The successful candidate should have high levels of organisational, communication and decision-making skills, and be entirely comfortable with using a range of computer applications. An understanding of, and empathy with tertiary students is fundamental to this role. They should have an ability to effectively manage personal stress and operate in a demanding environment.

The Dean will be required to live on campus in a two-bedroomed apartment adjoining the College's main building. An attractive remuneration package will be offered commensurate with experience.

A full role description is available to download via the Careers page on the College's [website](#).

Applications must be made via seek.co.nz. The closing date is 5 pm on Wednesday, 30 June 2021.

Confidential enquiries can be directed to the Master, Dr Charles Tustin, at master@stmargarets.college.