**Department Chair Position Description**  
**Department of Public Administration, The University of Texas at San Antonio**

The Department of Public Administration at the University of Texas at San Antonio (UTSA) invites applications for a Department Chair position beginning in Fall 2019. The Department is comprised of nine tenured/tenure-track faculty, two full-time lecturers, and several adjunct instructors. The Department serves over 180 graduate and 120 undergraduate students enrolled in the Master’s (NASPAA accredited) and Bachelor’s degrees in Public Administration. The Department also offers a graduate certificate in Nonprofit Management.

UTSA is a Hispanic-Serving Institution (HSI) with a 53% Lantinx student population, and one of the fastest growing public universities in Texas. UTSA is gaining momentum in its quest to become the state’s next premier Tier 1 university. As a dynamic research urban-serving university, it has a diverse and growing student population of more than 30,000 students with more than 67% coming from groups underrepresented in higher education. UTSA serves the San Antonio metropolitan area, the seventh largest U.S. city, and the broader region of South Texas through programs offered on three campuses. The Department of Public Administration is based on the expanding Downtown Campus. San Antonio has a thriving urban culture, attractive neighborhoods and extensive recreational opportunities. It is one of the fastest growing regional economies - and the fastest growing city - in the US, with numerous industries, job opportunities, and excellent school districts. The low cost of living and the mild winters further make it a highly desirable place to work and live in.

**Responsibilities:** The Chair reports to the Dean of the College of Public Policy and is responsible for providing vision, leadership, and inclusive excellence for the research, teaching, and service activities of the Department. The Chair supports diversity and inclusion with the faculty in their duties, and advocates for the Department before the College and the University. He or she promotes the program internally and externally, oversees its continued growth (including the planned addition of a Bachelor’s in Public Policy degree program), and continuously pursues student success at both the graduate and the undergraduate levels. In addition to his or her administrative responsibilities, the Chair continues to pursue research projects and collaborations locally and nationally. The position is a 10.5-month appointment with a competitive salary, excellent benefits, and reduced teaching responsibilities.

**Required qualifications:** A Ph.D. in Public Administration, Public Policy, Public Affairs, Political Science, or related discipline. Candidates must demonstrate excellence in leadership, service, research, and teaching, with an established research agenda and a strong publication record.

**Preferred qualifications:** Specialization in areas such as public policy, urban politics and policy, policy analysis, public budgeting.

**To apply:** Submit a letter of application, Curriculum Vitae, and the names, addresses, and telephone numbers of five references at [https://jobs.utsa.edu/](https://jobs.utsa.edu/).

Review of applications will begin on **October 8, 2018** and will continue until the position is filled.

UTSA is an Equal Employment Opportunity/Affirmative Action Employer. Minorities, women, veterans, and individuals with disabilities are encouraged to apply. Applicants who are selected for interviews must be able to show proof that they are eligible and qualified to work in the United States by time of hire.