

Academic Program Director, MIDS (0378U) - School of
Information
University of California, Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=252178>

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Posted Jan. 27, 2025, set to expire May 14, 2025

Job Title	Academic Program Director, MIDS (0378U) - School of Information
Department	School of Information
Institution	University of California, Berkeley Berkeley, California
Date Posted	Jan. 27, 2025
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Director/Manager Professional Staff
Academic Field(s)	Computer/Information Sciences
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Job Description

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Academic Program Director, MIDS (0378U) - School of Information

About Berkeley

At the University of California, Berkeley, we are dedicated to fostering a community where everyone feels welcome and can thrive. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

As a world-leading institution, Berkeley is known for its academic and research excellence, public



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mission, diverse student body, and commitment to equity and social justice. Since our founding in 1868, we have driven innovation, creating global intellectual, economic and social value.

We are looking for applicants who reflect California's diversity and want to be part of an inclusive, equity-focused community that views education as a matter of social justice. Please consider whether your values align with our [Guiding Values and Principles](#), [Principles of Community](#), and [Strategic Plan](#).

At UC Berkeley, we believe that learning is a fundamental part of working, and provide space for [supportive colleague communities via numerous employee resource groups](#) (staff organizations). Our goal is for everyone on the Berkeley campus to feel supported and equipped to realize their full potential. We actively support this by providing all of our full-time staff employees with at least 80 hours (10 days) of paid time per year to engage in professional development activities. Find out more about how you can [grow your career](#) at UC Berkeley.

Departmental Overview

The School of Information (I School) advances knowledge and practice everywhere humans interact with digital technologies. Through interdisciplinary research and teaching we are committed to expanding access to information and to improving its usability, reliability, and credibility while preserving security and privacy. Our faculty conduct research in human-computer interaction (HCI), security and privacy, applied data science, and technology in developing regions. We currently offer three professional master's degrees and an academic doctoral degree. Our Master of Information Management and Systems (MIMS) program trains students for careers as information professionals and emphasizes project-based learning. Our Master of Information and Data Science (MIDS) program is an online degree designed for working professionals with career goals in the emerging field of data science. Our Master of Information and Cybersecurity (MICS), also offered online, offers a holistic approach to cybersecurity and prepares students for professional careers in cybersecurity. Our Ph.D. program equips scholars to develop solutions and shape policies influencing how people seek, use, and share information.

The Academic Program Director, Masters of Information and Data Science is a technical leader with a high degree of knowledge of, and experience in, data science. They will oversee the I School's Master of Information and Data Science (MIDS) program, functioning with a high degree of autonomy.

Application Review Date

The First Review Date for this job is: January 20, 2025 - Open Until Filled

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Responsibilities

- Develop key objectives and lead and manage key program projects such as faculty recruitment, student engagement events, and operational improvements, ensuring timely completion within scope and budget.
- Oversee instructor recruitment, onboarding, and development, providing mentorship and support to ensure faculty contributions meet program needs.
- Provide leadership and strategic direction for the MIDS program, ensuring alignment with academic and industry standards while delivering a high-quality student experience.
- Develops curriculum and oversees associated logistics, including course scheduling, faculty assignments, and operations, ensuring efficiency and alignment with institutional goals. Oversee associated logistics, including course scheduling, faculty assignments, and operations, ensuring efficiency and alignment with institutional goals.
- Build and maintain strong industry relationships through active participation in conferences, networking events, and professional engagements to keep the program relevant and visible.
- Collaborate with internal and external stakeholders to align project goals with broader institutional objectives, documenting and communicating project outcomes effectively.
- Foster a strong sense of community by engaging with students and alumni through regular events and personal connections, ensuring their academic and professional success.
- Promote diversity and inclusion in faculty and student recruitment, creating an environment that values diverse perspectives and prepares students for evolving industry challenges.
- Participates in professional development activities.
- Develop and manage budget for MIDS program.
- Collaborate with internal and external stakeholders to align project goals with broader institutional objectives, documenting and communicating project outcomes effectively.

Required Qualifications

- Doctorate in a related area or at least 15 years of relevant experience managing academic programs or in a related leadership role within higher education.
- Program and Project Management Expertise: Demonstrated experience managing academic programs and overseeing complex projects. Proven ability to develop project plans, manage budgets, set timelines, manage resources, and meet deliverables within budget and on time-familiarity with higher education student affairs or academic administration.
- Leadership and Management: Proven track record of developing objectives and managing and leading teams, particularly in higher education or similar environments. Experience in effectively managing and coordinating the efforts of diverse and highly skilled professionals.

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- **Interpersonal and Communication Skills:** Exceptional ability to build relationships and communicate effectively with faculty, students, alumni, and external stakeholders.
- **Flexibility and Enthusiasm:** Willingness to participate in events outside of regular work hours to engage with students and foster a strong program community.
- **Commitment to Diversity:** A demonstrated commitment to diversity, equity, and inclusion, both in faculty hiring and student engagement. Ability to promote a welcoming environment for people from diverse backgrounds.
- **Strong project management experience,** including a track record of successfully leading initiatives from inception to completion.
- **Experience managing a graduate-level program.**

Salary & Benefits

For information on the comprehensive benefits package offered by the University, please visit the University of California's [Compensation & Benefits](#) website.

Under California law, the University of California, Berkeley is required to provide a reasonable estimate of the compensation range for this role and should not offer a salary outside of the range posted in this job announcement. This range takes into account the wide range of factors that are considered in making compensation decisions including but not limited to experience, skills, knowledge, abilities, education, licensure and certifications, analysis of internal equity, and other business and organizational needs. It is not typical for an individual to be offered a salary at or near the top of the range for a position. Salary offers are determined based on final candidate qualifications and experience.

The budgeted salary or hourly range that the University reasonably expects to pay for this position is \$109,200 to \$158,500 yearly (\$9,100.00 to \$13,208.34 monthly). This is a 100% FTE career position eligible for full benefits. This position is FLSA Exempt and paid monthly.

Conviction History Background

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

Misconduct Disclosure

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As a condition of employment, the final candidate who accepts a conditional offer of employment will be required to disclose if they have been subject to any final administrative or judicial decisions within the last seven years determining that they committed any misconduct; received notice of any allegations or are currently the subject of any administrative or disciplinary proceedings involving misconduct; have left a position after receiving notice of allegations or while under investigation in an administrative or disciplinary proceeding involving misconduct; or have filed an appeal of a finding of misconduct with a previous employer.

"Misconduct" means any violation of the policies or laws governing conduct at the applicant's previous place of employment, including, but not limited to, violations of policies or laws prohibiting sexual harassment, sexual assault, or other forms of harassment, discrimination, dishonesty, or unethical conduct, as defined by the employer. For reference, below are UC's policies addressing some forms of misconduct:

[UC Sexual Violence and Sexual Harassment Policy](#)

[UC Anti-Discrimination Policy](#)

[Abusive Conduct in the Workplace](#)

Equal Employment Opportunity

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status. For more information about your rights as an applicant, please see the [U.S. Equal Employment Opportunity Commission](#) poster.

The [University of California's Affirmative action policy](#).

The [University of California's Anti-Discrimination policy](#).

To apply, visit

https://careerspub.universityofcalifornia.edu/psc/ucb/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS.CG_S



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Contact Information

Please reference Academickeys in your cover letter when
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Contact

N/A

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