

Role Description:
DALHOUSIE AGRICULTURAL CAMPUS PRINCIPAL



1. **POSITION:** Dalhousie Agricultural Campus Principal
2. **REPORTS TO:** The President as related to Campus Principal role and to the Provost and Vice-President Academic in relation to all academic activities.

3. **SUMMARY:**

Currently, the Faculty of Agriculture is the single academic unit located on the Dalhousie Agricultural Campus, a geographically distinct campus, located in Bible Hill, Nova Scotia, approximately 100 km from the Dalhousie campuses in Halifax. As the senior leader on the Dalhousie Agricultural Campus, the Campus Principal provides leadership to the campus through cooperation and collaboration with the Vice-Presidents or their delegates who have responsibility for providing services and support to the Campus.

4. **RESPONSIBILITIES:**

The incumbent:

- In close collaboration with the Provost, Vice-Presidents and/or their delegates, ensures campus services are provided in an effective, efficient and coordinated manner and that services and priorities align with the academic mission of the University. Collaborates on issues, strategic initiatives and key operational decisions which impact the Dalhousie Agricultural Campus utilizing the Dalhousie Agricultural Campus Senior Advisory Group whenever possible.
- Interacts regularly with Dalhousie Agricultural Campus senior managers, who are responsible for day to day administrative/support services, to ensure cohesive, consistent and clear communications. The administrative/service units include: ancillary (residences, food services, book store, day care, DalCard), external and alumni relations, communications and marketing, finance, facilities management, human resources, information technology, library, safety, security and student services.
- Identifies and facilitates action on initiatives related to the strategic advancement of academic programs and campus master plan development on the Dalhousie Agricultural Campus in addition to similar activities related to the advancement of the Faculty of Agriculture. Academic and campus development is undertaken in partnership with Deans, Vice-Presidents and the Provost.
- Provides input to the Vice-Presidents or their delegates on the level, manner and/or approach of services provided on the Dalhousie Agricultural Campus.

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- Works with External Relations and provides advice on fund raising initiatives and priorities which have Campus-wide impact.
- Builds and maintains relationships with local community leaders and the regional agricultural and business sectors.
- Establishes task forces/working groups on issues or opportunities related to the Dalhousie Agricultural Campus. Such initiatives are undertaken with the related Vice-President or delegate.
- Ensures financial well-being of the Campus through consultations with and direction from the Vice-President Finance and Administration.
- Liaises with the Vice-Provost Planning to maintain effective working relationships among Dalhousie campuses.

STANDING COMMITTEES/GROUPS include:

Dalhousie Agricultural Campus Senior Advisory Group
Principal's Advisory Group (Chair)
Agriculture Campus Space Planning Committee (Chair)
Agriculture Campus Crisis Management Executive Team
Special Task Forces/Working Groups as requested by the President/Provost &
Vice-President Academic