

## **Call for the position of:**

### **Dean of the School of Arts, Humanities and Social Sciences**

Anglo-American University announces a search to fill the position of Dean of the School of Arts, Humanities and Social Sciences. Anglo-American University is the oldest private university in the Czech Republic, offering BA and MA programs with Czech and American accreditation in a uniquely international environment to students from more than 70 countries across the world. With more than 80% of students coming from outside the country, AAU is one of the most international universities in the world.

The Dean will be responsible for managing the School. This entails responsibility for operation and quality of study programs, for the quality of faculty and for its assessment. The position entails day-to-day contact with faculty, administration staff, and students of diverse cultural backgrounds. The official language is English. It is a full-time position. It is expected that the Dean will teach two courses per academic year, oversee the state exams, advise students, stimulate research activity of faculty and pursue their own academic projects. In a team spirit, the Dean works together with Deans of other Schools and with the management of the University.

The appointment to the position is for a three-year term with a possibility to be reappointed. The first term of service shall include a six-month probationary period.

#### **Responsibilities:**

- General management, operation, and development of the School, including general welfare and discipline of faculty and students
- Management and development of degree programs, overseeing compliance with Czech and US accreditation requirements
- Leadership and management of faculty
- Communication with students, faculty, and other partners and stakeholders
- Organizational support of guest lectures and events
- Management of budgetary matters, personnel matters, and physical facilities
- Teaching and research

#### **Profile:**

- Excellent management, leadership and teamwork skills
- Excellent administrative skills (the Dean not only supervises but also conducts many administrative activities by herself/himself)
- Advanced university degree (Ph.D.) in arts, humanities or social sciences
- Excellent English, friendly demeanor and ability to work with people from culturally diverse backgrounds
- Orientation in the Czech and European academic surroundings
- Dedication to education and openness to innovative educational methods
- Strong educational and/or research background
- Strong communication and presentation skills
- Strong PC Skills

**We offer:**

- Work at a prestigious university in an inspiring palace under Prague Castle
- Multicultural, international environment
- Friendly staff and colleagues
- 8 weeks of paid vacation per year, 5 sick days

**Salary:**

- CZK 50–80 000 gross (EUR 2000–3300, USD 2300-3700) or approximately CZK 40–62 000 net (EUR 1600-2500, USD 1800-2800) monthly for full-time employment, depending on managerial experience and academic rank (lower band for a proven research record, upper band for a full professor).
- Healthcare insurance is automatically included.
- Anglo-American University can provide a relocation support. However, it does not provide a housing allowance or a contribution to the tuition of children.

Interested candidates should send applications to [michaela.proskocilova@aauni.edu](mailto:michaela.proskocilova@aauni.edu). The reviews of the applications and the interviews will start after March 31st, 2025 and will continue until the position is filled. It is expected that the selected candidate will assume their position from the Spring semester (February 1, 2026).

Applications should consist of:

- Cover letter
- Diploma and/or documents confirming the academic rank
- Up-to-date academic CV, including
  - List of academic publications
  - List of other relevant outputs in the field of expertise – managerial experience, public outreach, activity serving the larger community (consultancy, advising, reviewing, dissemination of knowledge, or other forms of engagement) etc.
  - List of courses taught and recent teaching scores (evaluations)
- Two reference letters

For more information about the School Arts, Humanities and Social Sciences visit the website of the [Anglo-American University](#).