

**Director, Resort & Hospitality Management  
Florida Gulf Coast University  
School of Resort & Hospitality Management  
Lutgert College of Business**

**Job Summary**

The School of Resort and Hospitality Management (SRHM) is a School within the Lutgert College of Business, is accredited by AACSB and ACPHA, and offers a Bachelor of Science (BS) in Resort and Hospitality Administration, which includes the Lutgert College prerequisite, foundation, and core business curriculum plus 27-credit hours of hospitality coursework including a 500-hour industry internship; the School of Resort and Hospitality Management is preparing to deliver a second, more applied hospitality degree program that will include a hands-on hospitality-focused curriculum with two (2) 500-hour internships. The School also offers three (3) minors in Club Management, Customer Experience Management, and Event Planning.

School of Resort and Hospitality Management is seeking a dynamic leader to foster a positive climate; assist faculty in their professional development; ensure a rigorous and meaningful educational experience for students; recruit high-quality, research productive faculty; promote excellence in teaching and research; develop cooperative partnerships with alumni, businesses, and other external constituents; and oversee the school's budget. Experience overseeing programs accredited by the Association to Advance Collegiate Schools of Business (AACSB) and/or Accreditation Commission of Programs in Hospitality Administration (ACPHA) is preferred.

Academic Department Chairs/School Directors occupy a unique place in the continuum of academic administrators, as the facilitating link among Department/School faculty members, students, and higher administration. The Director determines program and operational objectives; directs programs; develops strategies and policies; manages human, financial, and physical resources; and functions with high autonomy.

Florida Gulf Coast University is a comprehensive university dedicated to quality education, research, and service. All faculty are expected to: be excellent teachers, responsive to changing professional needs; be committed to innovative delivery of instruction resulting in improved student learning; be committed to effective use of technology including distance learning; produce peer reviewed scholarship; and provide service to the College, University and Community.

FGCU is a member of the State University System of Florida and an Affirmative Action and Equal Employment Opportunity and Access Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, age, disability, sex, pregnancy, national origin, marital status, genetic predisposition, sexual orientation, gender identity/gender expression, veteran status, and any other protected class(es), as required by applicable state and federal law, as well as University regulations and policies.

**Job Description**

Typical duties may include but are not limited to:

- Responsible for the strategic alignment, long-term planning, and management oversight of the School of Resort & Hospitality Management;
- Leads strategic planning, mission, and vision related to the areas of responsibility. Primary decision maker;

- Translates strategic and tactical business plans into operational plans. Has latitude to make operational decisions within broadly defined parameters, requiring a high level of judgment;
- Directs the efforts of and supervises School staff; sets performance standards and accountability. Has the authority to propose, uphold, modify, or revoke proposed dismissals or suspension notices;
- Formulates and administers the annual operating budget. With appropriate approval, may procure agreements for materials or services;
- Advises senior administrators in implementing programs, new initiatives, and special projects;
- Responsible for ensuring that all activities comply with university, state, and federal regulations;
- Responsible for developing and maintaining partnerships throughout the University;
- Oversees communications, promotions, and public relations for the School to achieve goals and objectives;
- Exercises independent decision-making pertinent to the areas of responsibility with the Dean's guidance;
- Accountability for budget and following proper operating procedures applicable in their areas of responsibility;
- Possesses extensive knowledge of practices, Policies, Regulations, legislation, etc., that affects short- and long-term responsibilities;
- Collaborates with deans or upper-level administrators who are members of the FGCU leadership team;
- Responsibility for the unit's creative ideation and thought leadership;
- Monitors the activities of the School to consider the need for change to respond to the needs of stakeholders;
- Performs other duties as assigned.

#### **Additional Job Description**

#### **Required Qualifications**

- A Doctorate (Ph.D., D.B.A.) in hospitality or a closely related field from an AACSB or ACPHA accredited institution.
- Administrative experience in a university environment or equivalent administrative experience from a related area.
- Experience teaching in a university setting.
- Demonstrated research/scholarly activity.

#### **Preferred Qualifications**

- Significant professional work experience in a hospitality related business operation, or related business area.
- Managerial experience in the hospitality or tourism industry.
- Experience working with an external Board.

#### **Knowledge, Skills & Abilities**

- Knowledge of administrative, human resource management, and leadership skills.
- Knowledge of curriculum development and assessment.
- Knowledge of effective pedagogy; research methods; interpersonal skills; quantitative analysis to guide data-driven decision-making.

- Excellent interpersonal skills and ability to work across functions at a senior level to influence and effect change to achieve common goals.
- Excellent verbal and written communication skills and ability to deliver presentations to individuals and groups.
- Ability to think critically and creatively, have a high standard of integrity, and be motivated to incorporate best practices into the organizational structure.
- Ability to exercise a high degree of independent judgment in the establishment, interpretation, application, and enforcement of all rules, regulations, and policies.
- Ability to interact in a professional manner with a diverse group of staff, faculty, students, and the community in a service-oriented environment.
- Ability to effectively manage the work of others by providing guidance and motivation while establishing goals and expectations of accountability.
- Ability to thrive in an organization that values the diversity of its student body and workforce and actively promotes an equitable environment.
- Ability to work occasional evenings, nights, and weekends.

**Special Instructions to Applicants:**

Appointment will be made at an out-of-unit faculty rank commensurate with the candidate's experience on a 12-month out-of-unit multi-year appointment basis beginning as early as in July 2025.

Because applications and materials are subject to public review and retention under Florida's Public Records Law, please DO NOT send examples of your project/scholarship unless requested to do so. Therefore, all submitted materials including articles, disks, slides, books, etc., become the property of FGCU and CANNOT BE RETURNED. As applicable, finalists will be notified of the need to submit specific additional materials. Such materials will become the property of FGCU. Under Florida's Public Records law, applications will be available for public review upon request.

**Required Application Materials:**

- Unofficial Transcripts
- Statement of Administrative Philosophy
- Statement of teaching, and research/scholarship accomplishments and research
- Curriculum Vitae
- Cover Letter
- Five (5) Professional References

**Review of applicant materials will begin immediately and continue until the position is filled; however, applications received by December 1, 2024 will receive priority consideration. Salary commensurate with education and experience.**