



UNIVERSITY  
of NORTH  
ALABAMA

# JOB VACANCY NOTICE

The job/position listed below is currently available at the University of North Alabama:

**DIRECTOR OF INSTITUTIONAL RESEARCH, ASSESSMENT AND PLANNING**

Job Title

**INSTITUTIONAL RESEARCH, ASSESSMENT, AND PLANNING**

Department

## JOB / POSITION SUMMARY

The University of North Alabama invites applications for the position of Director of Institutional Research, Assessment, and Planning (OIRAP). This position reports directly to the Vice President for Academic Affairs and Provost. OIRAP serves as a central resource for the University in institutional effectiveness and accreditation matters by acquiring, archiving, analyzing, and reporting internal data; submitting federal and state reports; responding to external requests for data; and providing consultative services on institutional effectiveness and accreditation. The ideal candidate will have extensive experience in institutional research, planning, assessment, requirements of the various accrediting agencies of institutions of higher learning, and emerging technologies that assist in the management of institutional data. Visit the following website for a detailed position description [www2.una.edu/humanresources/oirap.html](http://www2.una.edu/humanresources/oirap.html). A doctoral degree in an appropriate discipline is required. Salary is commensurate with experience and qualifications. The preferred start date is August 2007. Please send letter of application, vitae, and contact information for three references to Human Resources and Affirmative Action, University of North Alabama, UNA Box 5043, Florence, AL 35632. A job description may be obtained by contacting the Office of Human Resources and Affirmative Action, 222 Bibb Graves Hall.

## GENERAL INFORMATION

Date Notice Posted: April 10, 2007

Last date Application Will Be Accepted: Until Filled

Office of Human Resources and Affirmative Action Hours: 8:00 a.m. to 4:30 p.m., Monday through Friday

An application form, job description, and information pertaining to the job vacancy may be obtained by calling, visiting, e-mailing, or writing to Office of Human Resources and Affirmative Action, or downloading the application at our UNA website <http://www2.una.edu/humanresources> and mailing or faxing to the address or fax number listed below.

Prior to preparing an application, all prospective applicants are asked to review the qualification section of the job description to compare their skills, abilities, and knowledge to those required of the job holder. The application should be prepared following the instructions contained in the brochure provided with the application form.

Applications received in response to this notice may be used to fill similar full-time, part-time and temporary positions that become vacant within 90 days of the closing date of this notice.

Previously submitted applications WILL NOT be considered in the filling of this position.

OFFICE OF HUMAN RESOURCES AND AFFIRMATIVE ACTION

Bibb Graves Hall, Room 222  
University of North Alabama  
UNA Box 5043

Florence, Alabama 35632-0001

Website: <http://www.una.edu>

Telephone (256) 765-4291 Fax (256) 765-5998

***UNA is an equal opportunity employer committed to achieving excellence and strength through diversity. UNA seeks a wide range of applicants for this position so that one of our core values, ethnic and cultural diversity, will be affirmed.***