

## **Position Announcement**

### **University-Level Faculty Ombuds – Ann Arbor Campus**

#### **How to Apply**

Send CV and letter of interest to: [facultyombuds2022@umich.edu](mailto:facultyombuds2022@umich.edu)

Application review will begin on November 15, 2022.

#### **Job Summary**

The successful candidate will serve as one of two University-level ombuds for faculty on the Ann Arbor campus. The faculty ombuds are a confidential, impartial, informal, and independent resource for information and assistance to faculty members, focused on helping to resolve academic and administrative concerns and disputes. This role is a unique opportunity to support faculty success and well-being, core institutional values, and an equitable campus community. Ombuds respond to queries and concerns from faculty across campus, inform them about relevant policies and procedures, and work with faculty and administrators in departments and units on resolution of concerns.

This is a 50%, year-round (12-month) appointment, with a likely duration of three (3) years.

#### **Responsibilities**

Serves as one of two University ombuds for faculty on the Ann Arbor campus.

Meet with faculty members to assist in determining the nature of complaints, concerns, or problems, to advise on policy, and to explore appropriate avenues for redress, based on the nature of the issues.

Identify and maintain a network of University resources available to assist in achievement of resolution.

Where appropriate, work with and between faculty members and administrators to facilitate the resolution of issues.

Refer concerns, as appropriate, to other University offices or external organizations.

Make recommendations regarding equitable resolutions to problems and monitor their implementation.

Maintain confidentiality within the constraints of Michigan law.

Maintain liaison with local ombuds in University units and at other Universities.

Maintain liaison with University staff and student ombuds.

Serve as a protagonist for fairness and equity of system and institutional level policies, processes, and procedures.

Promote a proactive, visible faculty ombuds system.

Prepare summary reports for University administration and the Senate Advisory Committee on University Affairs (SACUA), Senate Assembly committees, or the Senate Assembly as a whole regarding numbers and types of complaints, interventions, outcomes, and other issues.

Make recommendations to senior administration about matters that may require a review of University policies, procedures, and/or structures.

General direction is received from the Office of the Provost.

For more information about the faculty ombuds see <https://facultyombuds.umich.edu/>

### **Required Qualifications**

Current tenured faculty appointment on the Ann Arbor campus is required; this is a 50% appointment.

Considerable knowledge of policy administration, counseling, or advising is desirable, preferably beyond a single unit.

Considerable knowledge of the University policies, rules, procedures, organization, and governance is necessary.

Demonstrated excellence in communication, including the ability to conduct difficult conversations and outstanding listening skills.

Demonstrated sensitivity to faculty-related issues and concerns, and ability to serve in a conciliatory role with faculty and administration.

### **U-M EEO/AA Statement**

The University of Michigan is an equal opportunity/affirmative action employer.