

Associate Dean for Organizational Culture and Well-Being
USC Suzanne Dworak-Peck School of Social Work

The Associate Dean of Organizational Culture and Well-Being at the USC Suzanne Dworak-Peck School of Social Work is responsible for broad oversight of issues and strategic planning to support equal opportunity and best practices in recruitment and hiring, admissions, retention, career development and training for all faculty, staff and students within the school. The Associate Dean of Organizational Culture and Well-Being promotes a culture that honors and celebrates community, wellness and morale.

The Associate Dean of Organizational Culture and Well-Being reports to the Dean of the USC Suzanne Dworak-Peck School of Social Work, and serves as a member of the Dean's leadership team. The duties and responsibilities of the Associate Dean for Organizational Culture and Well-Being include, but may not be limited to, the following:

Organizational Culture and Community

- Works with Faculty Affairs and HR to ensure search committees are knowledgeable about best practices in hiring and retention.
- Assesses the school climate and changing needs of school stakeholders on an ongoing basis and shares the progress of the school in achieving goals and developing strategies.
- Works with the school's communications team to craft and disseminate effective messaging in furtherance of the school's mission and values.
- Collaborates and engages the Dean, other senior leadership (Academic Affairs, Research, Faculty Affairs, and Administration), and offices of Communications, Development, and Alumni Affairs to accomplish shared goals in achieving the values and mission of the school for faculty, staff and students.
- Works with the Office of the SVP for Health Affairs and the Provost's office, as appropriate, to implement cross-school and university events supporting the school's mission and values.
- Works with school leadership in the crafting of policies to ensure their compliance with the ideals of the school's mission and values.

Well-Being and Morale

- Oversees the school's efforts for wellness initiatives and programs that reinforce the school's commitment to USC's cultural values.
- Works on improvement in community, wellness and morale.
- Informs and educates school leadership in university wellness initiatives and programs that reinforce USC's commitment to a culture where differences are strengths, multiple viewpoints are shared, and engagement across backgrounds and experiences is valued.
- Values the leadership potential of all, including students, staff and faculty, by working with or developing school committees to implement initiatives that promote connection and the well-being of the school community.
- Oversees ADA requirements for faculty, staff and students, working with university offices and facilities management, where necessary, to provide equal opportunities for faculty, staff and students.

Additional Responsibilities

- Keeps the Dean informed on a timely basis of all emergent issues.
- Performs additional tasks and responsibilities as assigned by the Dean.