

The University of Nevada, Las Vegas invites applications for **Director of the San Manuel Band of Mission Indians and UNLV Tribal Education Initiative, Harrah College of Hospitality [R0132926]**

## **ROLE of the POSITION**

The Director of the San Manuel Band of Mission Indians and UNLV Tribal Education Initiative will be responsible for the following:

- Develop and maintain relationships with Indian tribes and communities, and tribal organizations across North America, including but not limited to, tribal governments, high schools with significant tribal enrollments, tribal colleges, and groups that support tribal enterprises.
- Work with tribal governments and tribal gaming enterprises to identify scholarships for Native American students to study hospitality and gaming.
- Work with tribal gaming enterprises to identify and secure internships and other training opportunities for Native students to gain real work experiences in tribal gaming and hospitality
- Institute partnership agreements with high schools, tribal colleges, tribal gaming enterprises, and others for recruiting, educating and matriculating Native students to the UNLV Harrah College of Hospitality.
- Teach others in the College of Hospitality and those working for Tribal Enterprises about Native American cultures, traditions and governmental practices so all events and interactions with Native American populations are culturally and politically correct.
- Create and implement strategies for establishing the UNLV Harrah College of Hospitality to become a national leader in Tribal Hospitality and Gaming Education
- Represent the Harrah College of Hospitality at all the relevant Tribal Conferences
- Work with tribal governments and tribal gaming enterprises to determine appropriate and relevant curriculum, courses of study, workshops, executive education, and certificate programs of study for advancement of careers of existing tribal gaming professionals.
- Assist the College of Hospitality in the development of curriculum, courses of study, workshops, executive education, and certificate programs with a focus on tribal gaming and hospitality
- Work with others in the College of Hospitality on the development and deployment of all educational offerings related to tribal hospitality and gaming.

- Work with decision makers in the College of Hospitality to develop and implement strategies for meeting the goal of the Program for recruiting, enrolling, and graduating Native students from Harrah College of Hospitality.
- Work with others in the college to ensure that all educational offerings are “up-to-date,” meaning that as the needs of tribal entities change, so do the course offerings.
- Work with the Assistant Dean of Student Success to promote tribal hospitality and gaming offerings to other non-tribal entities such as community colleges, four-year institutions, and others wishing to learn more about tribal hospitality and gaming.
- Work with college faculty to ensure that the unique elements of tribal hospitality and gaming are represented in appropriate gaming classes.
- Work with Assistant Dean of External Relations to place student interns with tribal and non-tribal gaming companies; mentor students and assist in the placement of graduates in industry positions.
- Work with the director of the College’s Sands Center for Professional Development to host executive education seminars and certificate programs for tribal members.
- Complete the required updates stipulated in the gift and provide updates to the leadership at San Manuel Band of Mission Indians.
- Work to build a sense of community for Native American students attending UNLV and any of UNLV programs
- Support programs, services, and activities designed to enhance recruitment, enrollment, and graduation of Native students at UNLV.
- Develop and Manage budget to ensure proper use of funds to maximize impact of the gift
- Develop relationships with the 28 tribal nations located in Nevada (65,000 Native Americans located in Nevada)

## **PROFILE of the COLLEGE**

Situated just blocks away from the world's greatest hospitality laboratory—the Las Vegas Strip—the Harrah College of Hospitality enjoys unparalleled access to the hotels and resorts that are shaping the industry. Consistently ranked among the top five hospitality programs in the world, the College provides students with the theoretical and practical foundation needed to succeed in the competitive hospitality field. Faculty members are internationally-renowned, and alumni consist of some of the most influential leaders in the industry, with graduates overseeing major hotel brands, restaurants, event firms, and Fortune 500 companies.

The College offers a Bachelor of Science in Hospitality Management with concentrations in Event Design and Management, Gaming Management, Hospitality Beverage Management, Human Resource Management, Innovative Restaurant Management, and PGA Golf Management; a Master of Hospitality Administration; a Master of Science in Hotel Administration; and a Doctor of Philosophy in Hospitality Administration. In addition, the College offers two dual degrees: a Master of Business Administration and Master of Science in Hotel Administration; and a Master of Science in Hotel Administration and Master of Science in Information Management Systems.

In the Fall of 2021, the College enrolled 1,469 undergraduate students, 195 graduate students (70 MHA, 98 HOA and dual programs, and 27 doctoral students). The College has approximately 38 full-time faculty members (including tenured, tenure track, faculty in residence, and lecturers), 8 classified staff, and 31 professional staff. In addition, in any given semester, there are approximately 15+ part-time instructors.

The College believes that partnering with industry is key to student success. Each year, the College organizes hundreds of internships, welcomes more than 100 national hospitality brands for recruitment events, and pairs an average of 175 industry mentors with students. These crucial relationships help build careers.

For more information about the Harrah College of Hospitality, please visit <https://www.unlv.edu/hospitality>.

## **MINIMUM QUALIFICATIONS**

This position requires a **Bachelor's degree in Hospitality/Tourism, Business, Communications, Psychology, Sociology, Liberal Arts, Education, Fine Arts, American Indian and Indigenous Studies, or a closely related field** from an accredited college or university as recognized by the United States Department of Education and/or the Council on Higher Education Accreditation (CHEA) and **3-5 years experience working with tribal enterprises, as well as 3-5 years supervisory and management experience.**

## **PREFERRED QUALIFICATIONS**

Master's degree preferred. Preferred experience working with Tribal councils. Preferred 5-7 years professional, supervisory and management experience.

## **COMMITMENT to DIVERSITY**

The successful candidate will demonstrate support for diversity, equity and inclusiveness as well as participate in maintaining a respectful, positive work environment.

## **SALARY RANGE**

Salary competitive with those at similarly situated institutions.

## **BENEFITS OF WORKING AT UNLV**

- Generous compensation packages, up to 48 days of paid time off, sick leave, and holidays
- Excellent health insurance including medical, dental and vision
- No state income tax
- Comprehensive retirement plans and voluntary benefits programs

- Tuition discounts at Nevada System of Higher Education (NSHE) schools
- Tuition discounts for spouses, domestic partners, and dependents

## PERKS

- Flexible work schedule (depending on your department)
- Employee recognition and appreciation programs
- [Personal and professional development opportunities](#)
- UNLV athletics ticket discounts
- Employee discount at [UNLV's Student Wellness Recreation Center](#)
- Statewide employee purchase program discounts
- [RebelCard](#) discounts on and off campus
- [Wellness programming](#) for all UNLV faculty and staff at no cost
- Opportunity for career advancements to leadership roles

## HOW TO APPLY

Submit a letter of interest, a detailed resume listing qualifications and experience, and the names, addresses, and telephone numbers of at least three professional references who may be contacted. References will not be contacted until the search chair notifies you in advance.

Applicants should fully describe their qualifications and experience, with specific reference to each of the minimum and preferred qualifications because this is the information on which the initial review of materials will be based.

Although this position will remain open until filled, review of candidates' materials will begin on October 3, 2022.

Materials should be addressed to **Dean Stowe Shoemaker**, Search Committee Chair, and must be submitted through [Workday](#), as we do not accept emailed materials. For assistance with the application process, please contact Hospitality Human Resources at (702) 895-3308 or [hospitalityjobs@unlv.edu](mailto:hospitalityjobs@unlv.edu).

## SPECIAL INSTRUCTIONS FOR INTERNAL NSHE CANDIDATES

UNLV employees or employees within the Nevada System of Higher Education (NSHE) **MUST** use the "Find Jobs" process within Workday to find and apply for jobs at UNLV and other NSHE Institutions. Once you log into Workday, type "Find Jobs" in the search box which will navigate to the internal job posting site. Locate this specific job posting by typing the job requisition number, "**R0132926**" in the search box.

If you complete an application outside of the internal application process, **your application will be returned and you will have to reapply as an internal applicant which may delay your application.**

## **PROFILE of the UNIVERSITY**

Founded in 1957, UNLV is a doctoral-degree-granting institution of approximately 30,000 students and more than 3,600 faculty and staff. To date, UNLV has conferred more than 152,000 degrees, producing more than 130,000 alumni around the world. UNLV is classified by the Carnegie Foundation for the Advancement of Teaching as an R1 research university with very high research activity. The university is committed to recruiting and retaining top students and faculty, educating the region's diversifying population and workforce, driving economic activity through increased research and community partnerships, and creating an academic health center for Southern Nevada that includes the launch of a new UNLV School of Medicine. UNLV is located on a 332-acre main campus and two satellite campuses in Southern Nevada.

Here at UNLV, we have come together and created one of the most affirmative and dynamic academic environments in the country. UNLV sits in the top spot in U.S. News & World Report's annual listing of the nation's most diverse universities for undergraduates. The university has ranked in the top ten since the rankings debuted more than a decade ago. We continue to show our commitment to serving our wonderfully diverse population and building the future for Las Vegas and Nevada.

For more information, visit us on line at: <http://www.unlv.edu>

## **EEO/AA STATEMENT**

The University of Nevada - Las Vegas (UNLV) is committed to providing a place of work and learning free of discrimination on the basis of a person's age (40 or older), disability, whether actual or perceived by others (including service-connected disabilities), gender (including pregnancy related conditions), military status or military obligations, sexual orientation, gender identity or expression, genetic information, national origin, race (including hair texture and protected hairstyles such as natural hairstyles, afros, bantu knots, curls, braids, locks and twists), color, or religion (protected classes). Discrimination on the basis of a protected class, including unlawful harassment, which is a form of discrimination, is illegal under federal and state law. Where unlawful discrimination is found to have occurred, UNLV will act to stop the unlawful discrimination, to prevent its recurrence, to remedy its effects, and to discipline those responsible.

## **TITLE IX STATEMENT**

The University of Nevada, Las Vegas, does not discriminate on the basis of sex in any education program or activity that it operates. Non-discrimination on the basis of sex is mandated by Title IX of the Education Amendments of 1972 (20 U.S.C. §§ 1681 et seq.) and the corresponding implementation regulations (34 C.F.R. Part 106). The University's commitment to nondiscrimination in its education programs and activities extends to applicants for admission and employment. Inquiries concerning the application of these provisions may be referred to: Michelle Sposito, J.D., Title IX Coordinator, University of Nevada, Las Vegas, 4505 S. Maryland Parkway, Box 451062, Las Vegas, NV 89154-1062, Frank and Estella Beam Hall (BEH) Room

553, Telephone: (702) 895-4055; Email: [titleixcoordinator@unlv.edu](mailto:titleixcoordinator@unlv.edu), or to The Assistant Secretary of the United States Department of Education, U.S. Department of Education, Office for Civil Rights, 400 Maryland Avenue, SW, Washington, D.C. 20202-1100; Telephone: 1-800-421-3481 FAX: 202-453-6012; TDD: 1-800-877-8339; Email: [OCR@ed.gov](mailto:OCR@ed.gov); or to both.

Information pertaining to the University's grievance procedures and grievance process, including how to report or file a complaint of sex discrimination, how to report or file a formal complaint of sexual harassment, and how the University will respond can be found online at the [Office of Equal Employment & Title IX](#) webpage.

## **SAFETY AND SECURITY STATEMENT**

UNLV is committed to assisting all members of the UNLV community in providing for their own safety and security. [The Annual Security Report and Annual Fire Safety Report compliance document](#) is available online.