

Letter of application

Naser Ibrahim Abumustafa. MBA, PhD
Dean of the College and Professor of Finance.
Al-Zahra College for Women
P.O.Box (3365) P.C 111
Airport Heights
Oman
drnaser69@hotmail.com
Mobil: 00- [REDACTED]

Dear at Parker Executive Search,

I am writing to express my interest and enthusiasm for the position of **University of Central Florida President**. The position fits my experience and qualifications perfectly. In addition to my desire to join your team you will find I am a dedicated and driven professional. In my term as Chair of the Department of Finance and Economics, MBA program director, Dean of Business School and Dean of the College I developed valuable leadership skills. I have served as a member of most university committees. I have gained valuable interpersonal skills; I believe that this versatility will contribute greatly to my success in this position. My current overall responsibilities are:

- Acts as executive officer for the Board of Trustees.
- Advises the Board on policy development and review.
- Prepares and submits annual Master Plan and budget recommendations to the Board; implements the College budget as approved and amended.
- Provides executive leadership in the development and achievement of the vision and goals of the College's Master Plan and Student Success Initiative.
- Provides the Board with a timely flow of information regarding the College and its needs.
- Makes recommendations to the Board for the adoption of instructional programs and other educational and community services.
- Reviews the educational program on a continuing basis and effects changes that will improve the quality and scope of services offered, and enhance student success.
- Promotes and sustains a healthy institutional climate of mutual respect and high standards of performance for all faculty and staff in achieving high levels of student success.
- Develops succession planning to ensure continuity of college operations.
- Represents the College, in cooperation with the Board and staff, to the community and develops appropriate partnerships, which assist in the advancement of the College's mission and vision.
- Monitors assessments instruments in order to move the program towards continuous improvement and towards AACSB accreditation.
- Facilitate the implementation of the College's mission, vision, goals, and strategies to focus resources; and mobilize faculty, students, and external groups to achieve high performance.
- Allocate resources in the most effective way that supports the goal of academic excellence.

- Provide leadership in personnel actions relating to recruitment, salary recommendations, appointment, retention, tenure, and retirement, as well as suspension, termination, and related actions for faculty, administrative staff, and support staff with the concurrence of the appropriate units or bodies of the Department and College.
- Develop and supervise programs for the recruitment, retention, advisement, and placement of a diverse body of undergraduate and graduate students in the College. Involve alumni and friends in joint problem solving, placement of students, and the development of internships.
- Develops partnerships with local corporations and organizations to create workforce development programs.
- Leverages and applies technology to expand course offerings and accessibility.
- Oversees updating of existing programs and the development of new ones, including alternative learning offerings.
- Establishes metrics to assess the quality and efficacy of courses and programs.
- Monitors advisory committee progress and makes recommendations for program improvements.
- Provides leadership for curriculum revision and development of new programs.
- Works with the university faculty and administration to raise the prominence of the programs through program marketing and student recruitment and creates promotional materials, recruits qualified students for the program and responds to enquiries from potential students in addition to providing an orientation program for the new students and graduate assistants.
- Maintain and develop plans for faculty professional development including the implementation and updating of annual faculty development activities. Lead new program development and facilitate ongoing program review.
- Interacts with students and the business community to determine the needs for curricular renewal and develops an international profile for the program by the offering of offshore courses and other activities for the students.
- Develops an international profile for the programs by the offering of offshore courses and other activities for the students develop placement strategies for the graduates.
- Develop and maintain annual division budget.
- Participate in strategic and business planning and seeks external funds.

My CV shows my ability to continually raising excellence across all missions of a business school, ability to work effectively with faculty, students, staff, industry, and regional leaders as partners to advance the School and University, insight into the global opportunities and challenges facing business education and practice.

I have a proven record of teaching excellence in finance and economics courses at the graduate and undergraduate levels; a sustained record of publishing in premier finance and economics journals and excellent experience working in a multicultural environment.

I am available to answer any questions you may have. You may reach me via email at drnaser69@hotmail.com or at 00-9[REDACTED]. I am looking forward to our conversation.

Sincerely,

Naser I. Abumustafa, MBA, PhD