

ASSISTANT VICE PROVOST, UHM

The Assistant Vice Provost is a key member of the UH Mānoa Vice Provost's leadership team and is charged with planning, developing, organizing and coordinating a specific area of assignment within the program on behalf of the Vice Provost. A position in this class is designated as a senior manager in a specific area of assignment (e.g., academic excellence, student success, enrollment management, research and scholarship, etc.) with responsibility for the daily planning, management and coordination of those specific program areas. As a direct report to the Vice Provost, the Assistant Vice Provost is committed and responsible for assisting the Vice Provost and Mānoa leadership in its effort to advance the strategic plans, goals and objectives of campus in alignment with the priorities of the University of Hawai'i System. The Assistant Vice Provost is a member of the Provost's Council, and promotes the University's commitment to diversity and inclusion, equity and cultural values.

The Assistant Vice Provost ensures the advancement of short and long-term goals and initiatives of the respective area of assignment in alignment with campus mission and Vice Provost goals. The work involves responsibility for program development and implementation of program plans on a day-to-day operational basis. The Assistant Vice Provost may serve as a representative of the Vice Provost to individuals, groups and organizations within and outside the University. Further, the Assistant Vice Provost promotes the University's commitment to diversity, equity, and cultural values within and external to the campus, embracing and understanding the university's consistencies and Hawai'i's role in the national and international arena. The Assistant Vice Provost is also expected to actively engage in research, scholarship, and/or professional activity, as appropriate.

The Assistant Vice Provost positively supports the goals and objectives of the Vice Provost office, with implementation in alignment with campus mission and goals, and at a high level of excellence and achievement. Work is performed under broad direction of the respective Vice Provost for results obtained, and requires extension contact with a broad range of internal and external constituencies, groups and individuals.

The class retitles and amends the existing Assistant Vice Chancellor class specification, and is effective July 1, 2021.



David Lassner
UH President

August 7, 2021

Date