

# **ASSISTANT DEAN OF STUDENT AFFAIRS**

## **Key Roles and Responsibilities**

- Provides leadership and strategic support for all student affairs matters, including career advising, learning environment, student mistreatment, student academic advising, Match Day, Graduation, and White Coat ceremonies.
- Assists with planning and coordinating orientation programs for incoming students.
- Serves as an advocate for students' concerns and needs with faculty and administration.
- Facilitates access to counseling resources for personal and academic concerns.
- Serves as professionalism officer of student affairs, including developing activities to promote the growth of professionalism in students.