

Functions and Responsibilities of Dean, Student Affairs:

Facilitates

- Formation of Student Council.
- Students counselling other than mentoring.
- Student Discipline.
- Anti-ragging.
- Student Health Care.
- Plans for proper conduct of Extra Curricular activities and ensures execution of the same by Coordination with In – Charge of student Activities including sports activities, which are as follows:
 1. To promote and provide opportunities in college for development of extra – curricular activities.
 2. Activities such as indicated below (not given extensively) could be under taken to derive the benefits indicated against them:

Literary Activities:

- a) Debate: helps the students to explore a topic from several points of view.
- b) Essay writing: Helps the students to develop the competence of logical and rational thinking regarding societal issues.
- c) Alfamatica.

Cultural and Fine arts activities:

- a) Painting: helps the students to manifest their thoughts in the form of their art work.
- b) Role Play: Describes possible real life situations.
- c) Fresher's Day.
- d) Traditional Day.

Vibgyor and vibes (**College Annual** Day)

NSS Activities:

- a) **Village Adoption Activity:** Helps exposure to real life situations and provides opportunity to pay back to society.
- b) Societal education laboratories/Clubs could be set up for transmitting societal education messages for which innovative materials and programs should be developed.
- c) Special days/Events/Weeks societal themes and issues should be encouraged like world AIDS day, Environment day, Women's day etc.
- d) Blood donation camps, tree plantation programs, etc.
 1. Cultural events like skit/dance, drama, music, photography are to be organized.
 2. Literary events, sports and games should necessarily be planned in a structured format with specific dates.
 3. To create an environment to promote learning through creative self – expression and at the same time offering enjoyment, relaxation, satisfaction and recreation to the students.
 4. Establish a senior students committee in organizing induction program for freshman students.
 5. Organize programs on social and political environment (weekend series)/ Government, Business and society.
 6. Set up Art of Living/Yoga workshops and Conducts activities under its banner.
 7. Help establish student network which will interact with professionals for further networking.

Must Haves: ·

- At least 15 years of experience across the entire continuum of student life cycle or employee engagement functions ·
- Demonstrated ability to work in a matrix model across multiple stakeholders - students, faculty, staff, external influencers and governing leadership ·
- Demonstrated strong connects with the feeder ecosystem - schools, colleges, influencers, among others ·
- Proven capability in helping organizations create exceptional brands and cultures · Ability to lead, inspire and develop a high-performing team ·
- For Corporate candidates - demonstrated ability of managing large operations and scaling up businesses.
- Candidate must be post graduate.
- Candidate must able to join immediately.

Contact.

Intrested Candidate should send their resumes to garima.hr@peoplesuniversity.edu.in and cc to director.hr@peoplesunivestiy.edu.in and for any further clarification please call 0755 – 4005059/5026.