



ESTRELLA MOUNTAIN COMMUNITY COLLEGE

A MARICOPA COMMUNITY COLLEGE

Vice President of Academic Affairs Position Profile

For more information about the college, its students, and the leadership team, please visit <https://www.estrellamountain.edu/vpaa-search>.

The target date for receipt of application is October 30, 2019.

THE POSITION

The Vice President of Academic Affairs (VPAA) serves as the Chief Academic Officer by leading, planning, organizing, and administering the academic and occupational instructional programs and related support activities that serve the needs of the diverse student body, the community, and local industry. The VPAA provides oversight of institutional and specialized accreditation, coordinates curriculum development, assures compliance with external agencies and promotes innovative approaches to teaching and learning. The VPAA reports directly to the President and works collaboratively with the other college vice-presidents.

SAMPLE POSITION RESPONSIBILITIES

The Vice President of Academic Affairs

- Provides leadership for strategic and operational planning
- Oversees academic initiatives related to student success and outcomes
- Supervises the development of relevant curriculum
- Coordinates the recruitment, supervision, and evaluation of faculty and staff within Academic Affairs in a manner that promotes excellence
- Leads budget and resource allocation for Academic Affairs
- Works collaboratively with college leadership and District peers

- Builds and maintains partnerships with local school districts and universities
- Champions new initiatives and partnerships with community and business leaders.

OPPORTUNITIES AND CHALLENGES

In addition to all the other responsibilities of the Vice President of Academic Affairs, the new VPAA will work with the other members of the President's team and the Academic Affairs team to address the following current College Opportunities and Challenges.

- Grow enrollment through a variety of recruitment and program initiatives, including Guided Pathways.
- Increase completion by focusing on Student Success and Student Equity and by helping students achieve their goals.
- Foster a campus climate that is encouraging, energizing and empowering as the college faces new and complex challenges.
- Foster innovative programs and services that meet the changing needs of our students.
- Achieve and respond positively to Accreditation standards and recommendations.
- Expand partnerships throughout the college's service area with educational, business and community leaders.
- Advocate strongly for the college's needs at the local and district levels.

IDEAL CHARACTERISTICS

The VPAA will draw upon the following characteristics as they demonstrate leadership in these areas:

Mission

- Champions innovative teaching and learning
- Knows strategies to achieve Student Success
- Supportive of nontraditional pedagogy for adult learners
- Understands the value of diversity, equity, and inclusion
- Supportive of professional development
- Experience with fiscal and personnel issues

Decision-Making

- Known for good judgment
- Forward-looking thinker
- Practices collegial shared governance
- Holds self and others accountable
- Collaborative and firm
- Able to make timely decisions
- Creative problem-solver

Interpersonal Skills

- Excellent communicator and listener
- Respectful of all persons
- Capable of unifying people with different perspectives
- Adept at conflict resolution
- Politically savvy
- Eager to become part of the college culture

Personal Attributes

- Ethical, fair and trustworthy
- Operates with integrity
- Open and transparent
- Visible, accessible and approachable
- Strong, courageous and resilient
- Compassionate and caring
- Calm under stress
- Sense of humor when most needed

MINIMUM QUALIFICATIONS

- Master's Degree in a teaching field related to area(s) of assignment
- Four (4) years of experience in an academic leadership and/or supervisory role in higher education. Examples of academic leadership/supervisory experience include division/department chair, project management, policy development, administration, evaluation and compliance, committee leadership, program director, and shared governance.
- Three (3) years of teaching that includes curriculum/coursework development.

PREFERRED QUALIFICATIONS

- Earned doctorate in higher education leadership or in a teaching field

related to area(s) of assignment from a regionally accredited post-secondary institution

- Community college teaching experience
- Two (2) or more years experience at the Dean's level or higher in academic affairs at a comprehensive community college, preferably in a multi-college system
- Demonstrated experience with and support of shared governance as a college-wide decision-making model, accustomed to data-informed decisions
- Demonstrated commitment to diversity, equity, and inclusion as it relates to students, faculty, and staff
- Successful leadership experience establishing and maintaining effective relationships with K-12, 4- year institutions, community, and business and industry partners
- Budget management experience, including resource allocation, strategic planning, and implementation
- Experience in accreditation, curriculum development and delivery formats, assessment, and instructional program evaluation
- Experience with both transfer education and career and technical/occupational education programs

How to Apply:

This is a confidential search process. To ensure full consideration, application materials should be received no later than October 30, 2019. The position will remain open until filled.

To apply go to <http://www.acctsearches.org> and upload your documents.

Candidates will need to have the following information or materials available to complete the application:

1. A letter of application (not to exceed 5 pages) that succinctly addresses the opportunities and challenges identified in the Position Profile and demonstrates how the candidate's experience and professional qualifications prepare them to serve as the Vice President of Academic Affairs of Estrella Mountain Community College.
2. A current resume including an email address and cellular telephone number.
3. A list of eight references: example, two to three supervisors, two to three direct reports and two to three faculty and/or staff members from current and former institutions.

For additional information, nominations or confidential inquiries please contact:

- Pamila Fisher, Ed.D., ACCT Search Consultant, pamilajfisher@gmail.com, (406) 570-0516 (mobile)
- Julie Golder, J.D., Vice President of Search Services, ACCT, jgolder@acct.org, (202) 384-5816 (mobile), 202-775-4466 (office)



An ACCT Search

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