Admin/Exempt - Vice President for Students, Equity & Success

SALARY:	$110,000.00 - $120,000.00 Annually
OPENING DATE:	05/10/17
CLOSING DATE:	06/11/17 11:59 PM

JOB SUMMARY:

Shoreline is a comprehensive community college dedicated to inclusive excellence in teaching and learning, student success, and community engagement. Shoreline seeks employees who are enthusiastic about working with students, colleagues, and members of the community in an environment dedicated to equity, inclusiveness, and self-reflection. Employees work together to help the College chart its course and ensure we deliver on our commitment to provide outstanding teaching, learning, and support services to our students.

Shoreline seeks leaders who have the ability to work effectively with students, administrators, faculty, and staff in a campus climate that promotes cultural diversity and multicultural and global understanding.   We are a place of open inquiry and learning, with leadership that models ideals set out in our Community Standard*. We are committed to upholding a culture of free expression, as well as maintaining a supportive and respectful learning and working environment for all. Last academic year, the College underwent a collaborative process with participation from over 1000 faculty, staff, board members, and community leaders and neighbors in developing the structure of the College's 2016-2021 Strategic Plan. Our focused efforts are propelling us toward a shared picture of our common future, helping the College to chart its course and ensure that we deliver on the promise our students and community expect from us.

The Vice President for Students, Equity & Success (VP) works under the general direction of the Executive Vice President for Student Learning & Success (EVP), and employs multiple sources of data to provide strategic leadership and vision in a student equity-focused environment. This key position is charged with providing overall leadership for programs and processes that promote and sustain the student learning experience. The position will closely collaborate with the Executive Director of Employee Engagement & Organizational Learning to develop, promote, and sustain practices that ensure an engaging and equitable experience for both students and employees.

We encourage applications from candidates who are committed to supporting the increasing diversity of Shoreline's student body and community, and who have demonstrated a commitment to working with and as part of a multicultural community of trustees, administrators, faculty, students and community members.

Specific responsibilities include:

Leadership

- Initiate, evaluate, and refine data-informed strategic processes that support the enrollment, persistence, graduation, and success of Shoreline students, with a focus on increasing the equity experiences and success outcomes of students who are historically and systematically underrepresented and underserved in higher education.
- Promote an organizational culture that incorporates student development best practices and engenders respect for the diversity of cultural background, including national origin, race, color, sex, ethnicity, gender, gender identity, gender expression, sexual orientation, socioeconomic status, age, religion, disability, and military/veteran status, among Shoreline's student body and the Student Success staff.

Operations

- Supervise departments and staff members assigned to the VP including Veterans Programs, Advising, Success Coaching, Counseling, Tutoring, Multicultural Center, Center for Women and Gender Equity, Athletics, Youth Re-engagement Programs, High School Programs, Disability Services, Assessment and Testing Services, Community Integration and Employment Program, Title IX, Conduct, and Student Life.
- Use and develop data to lead in planning, advising, and assessing Student Success divisional activities and priorities.
- Actively collaborate with all College leaders, including the Associated Student Government leaders, to carry out strategic initiatives that support student learning outcomes.
- Act in the absence of the Executive Vice President for Student Learning & Success.
- Supervise the College's administration of the Student Conduct Code, which includes directing the activities of Student Success staff in the areas of access, equity, and student rights.
- Monitor, and when necessary, update policies and procedures to ensure that due process and equity are afforded to all students engaged in the College's conduct process.
- Develop and monitor all operating budgets for the areas of responsibilities assigned to ensure best use of resources to support the college's strategic goals and priorities.
- Perform other duties as assigned by the Executive Vice President for Student Learning & Success.

QUALIFICATIONS:

Required Experience and Education:

- Master's degree from a regionally accredited college or university
- Five (5) years of college-level experience in student services
- Demonstrated experience and skill as a strategic, innovative, proactive, and collaborative leader with the ability to foster staff development

Skills and Abilities:

- Demonstrated ability to raise achievement and promote equitable outcomes of diverse college populations
- A commitment to modeling integrity and ethical practices reflecting the Community Standard* of Shoreline Community College
- Analyzing data to inform programs and increase shared accountability
- Contributing to diversity by fostering a climate of multicultural understanding and appreciation
- Networking and collaborating effectively with ethnically, culturally and socioeconomically diverse populations, community organizations and campus community to achieve institutional goals
- Effective verbal and written communication skills, including ability to adapt communication in a diverse environment
- Demonstrated record of supervision that uses collaboration in coaching and mentoring
- Interpersonal, organizational, and problem solving skills

Knowledge of:

- Leadership best practices, including principles/practices of effective supervision and management
- Student development theory
- Best practices in student enrollment management
- Use of data to develop and implement action plans
- Barriers to educational success for under-represented and underserved students
- Budgeting principles and practices; and academic policy development and implementation
- Research and best practices around campus diversity and equity initiatives

CONDITIONS OF EMPLOYMENT:

PHYSICAL WORK ENVIRONMENT:
Work in an office setting, use office equipment and attend meetings both on and off campus, ability to communicate in person or through appropriate means. Ability to work weekends and evenings when appropriate or needed is required.

TERMS OF EMPLOYMENT/SALARY:
This is a full-time administrative/exempt annually contracted position with initial salary placement determined by the College dependent upon education/experience. Hiring of this position is contingent upon available funding as determined by the College President.

OTHER CONDITIONS:
In compliance with the Immigration and Nationality Act, proof of authorization to work in the United States will be required at the time of hire. Other conditions that may apply will be detailed upon the offer of employment. This position is overtime exempt.

*Shoreline Community College Community Standard:

"Shoreline Community College is a place for students, employees, and the community to pursue excellence in education in an environment dedicated to equity, inclusiveness, and self-reflection. We value respectful, dynamic interactions and lively discussion. We strive to create an environment where everyone is supported and valued. Shoreline Community College does not tolerate hateful, violent, or discriminatory actions that target any person or group based on their beliefs, customs, identity, or affiliations. When one of us is diminished, all of us are diminished."

REQUIRED MATERIALS:

To be considered for this position, please submit the following:

- NEOGOV online application/profile
- Letter of interest addressing each qualification
- Current resume
- Supplemental Questions - *answer in 650 words or less*
- Unofficial Transcripts documenting highest degree (official required upon hire)

Please Note: Once application materials have been submitted, you may not modify the application.

TIMELINE:

- Preliminary interviews: June 28 and June 29
- Final interviews: July 17, July 18 and July 24

Shoreline is a comprehensive community college offering excellent academic, professional/technical and work force training programs to meet the lifelong learning needs of its global community. Located on 83 acres just 10 miles north of downtown Seattle, Shoreline is situated among native evergreens with a campus full of brilliant colors during spring, summer and fall seasons. The surrounding areas, known nationally for their recreational and cultural opportunities, add to the diversity of academic life for each student and employee at the College.

The College is committed to an environment which reflects our multicultural and global societies. Shoreline provides equal opportunity in education and employment and does not discriminate on the basis of race, sex, age, color, religion, national origin, marital status, gender, sexual orientation or disability. Persons with disabilities needing assistance in the application process may call the Human Resources office at 206-546-4769 or TTY at 206-546-4520.

Shoreline Community College maintains a smoke-free/ drug-free work environment.

APPLICATIONS MAY BE FILED ONLINE AT:
http://www.shoreline.edu/hr/default.aspx

16101 Greenwood Avenue North
Shoreline, WA 98133
(206) 546-4694

scchr@shoreline.edu

Position #00358
ADMIN/EXEMPT - VICE PRESIDENT FOR STUDENTS, EQUITY & SUCCESS
EP

Admin/Exempt - Vice President for Students, Equity & Success Supplemental Questionnaire

* 1. (In 650 words or less) Give examples of how you collaborate across campus to promote student success

* 2. (In 650 words or less) In promoting equitable student success, which kinds of data would you use and how?

* Required Question