

AVP Academic Affairs & Accreditation



The college is seeking an Associate Vice President for Academic Affairs & Accreditation who is bright and highly energetic with a commitment to servant leadership. This position will report to the Executive Vice President, the Associate Vice President for Academic Affairs and Accreditation provides leadership and vision in the planning, direction, administration and evaluation of most of the college's general education and transfer academic disciplines. This position will support accreditation, curriculum reviews, new curriculum approval processes, institutional improvement processes and evaluation functions. The AVP is responsible for academic planning, enrollment management and improvement/advancement of teaching and learning in the college; promotes the development of innovative instructional and support programs to meet the educational needs of a diverse student population; works collaboratively with all segments of the Hartnell community and the community at large; coordinates the hiring and evaluation of faculty, staff, and administrators of instructional programs and services; responsible for advancing the college's diversity goals; manages productivity; develops and monitors instructional budgets; and encourages the development and use of a broad range of teaching and learning strategies and new technologies related to the access and delivery of programs and services.

MINIMUM QUALIFICATIONS: *

1. Master's degree from an accredited institution.
2. One year of administrative experience, formal training, internship or leadership
3. Demonstrated experience with accreditation and /or continuous improvement processes.
4. Demonstrated effective oral and written communication skills.
5. Understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff.

DESIRED QUALIFICATIONS:

1. An earned doctorate.
2. Postsecondary administrative experience in a multicultural environment.
3. Developing, planning, implementing, and evaluating instructional programs and services
4. Hiring, supporting, developing and evaluating faculty and staff
5. Developing, managing and administering complex budgets
6. Experience in managing and leading diverse personnel, including team building, cultural sensitivity, conflict resolution, and team projects.

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7. Teaching experience in a corporate, community college or other higher educational institution.
8. Resource development experience with grants, foundations or similar development activities.
9. Ability to communicate with the Spanish Speaking Community.
10. Embrace shared governance principles, recognizing the importance of shared responsibility and fostering open communication among all divisions, programs and services; adhering to principles of trust, team work and collaboration.
11. Effective interaction with diverse students, staff, faculty and administrators, individually and as team members.
12. Use of independent judgment in the interpretation and application of rules, regulations, policies and procedures.

*Meeting minimum and desired qualifications does not assure any candidate an interview.