



Vice President for Academic and Student Affairs

Mountwest Community and Technical College, a unit of the West Virginia Community and Technical College System, seeks an experienced leader to serve as the Vice President for Academic and Student Affairs. The Vice President for Academic and Student Affairs will oversee both the academic and student services divisions of the college. This position reports directly to the President. This is a full-time, exempt, staff position beginning in the Spring 2020 term.

Mountwest Community and Technical College is the westernmost community college of the mountain state. It is situated on a "mount" just off interstate 64 in the Tri-State region of West Virginia where Ohio, Kentucky, and West Virginia join in the Ohio River Valley.

While the majority of the student population is West Virginians, the college serves a substantial number of "metro" students from the bordering states. Students enjoy a beautiful, safe 30-acre campus atop a fifth street hill in Huntington, WV. Enrollment has been stable for the past several years, with approximately 3,000 students attending annually. Programming at Mountwest is diverse with over 50 majors and concentrations, the largest of which are health science and information technology. The College has two extension centers. A production style culinary arts center and the Maritime Academy that produces deckhands and boat pilots for navigation of the Ohio River.

In recent years, Mountwest has enjoyed a resurgence in support from the West Virginia legislature. State allocations have grown, and the legislature has enacted West Virginia Invests, its version of free community college for non-degree holding residents. Consequently, the future is bright for Mountwest, and the new Vice President will have a wonderful opportunity to help guide the organization in what promises to be a dynamic transition within the State of West Virginia.

Vice President for Academic and Student Affairs

With the retirements of both the Vice President for Academic Affairs and the Vice President for Student Services, the college has opted to combine the responsibilities of the two into one position with broader scope and authority. In the newly established position, the successful candidate will have the opportunity to build a more seamless, integrated system of student success. To provide structural support for the new position, the college has restructured reporting lines within student services and has strengthened its chairs structure within Academic Affairs. Early work on the Guided Pathways transition is now occurring within both Academic and Student Affairs.

In the search for the new Vice President, the college seeks an individual with exceptional leadership and communication skills and substantial track record within the college environment.

Minimum Qualifications and Experience:

- An earned doctorate from an accredited college or university, with a minimum of 5 years of successful administrative leadership within a four-year or two-year institution, including supervisory or management experience.
- Candidate must have a distinguished record of at least five years as a full-time classroom faculty member in a college or university setting.
- Working knowledge of the Guided Pathways model and an appreciation and understanding of student support services, including student recruitment and retention, registration, financial aid, and counseling is required.
- Evidence of strong, effective collaboration working across division lines, with experience with the regional accreditation process and academic program review is preferred.
- The successful candidate will have an involvement in and appreciation for the importance of institutional assessment, a commitment to diversity, inclusion, and the shared governance process.
- Excellent communication, human relations, leadership, planning, and organizational skills are required.

Duties & Responsibilities:

- Promote strategic collaboration across the divisions through building a coordinated Guided Pathways system to ensure that Mountwest's instructional and student services efforts become a model of excellence in achieving student goals and outcomes, from the point of student contact through instructional program completion.
- Ensure all appropriate metrics, both leading and trailing, are in place to monitor the effectiveness of the Guided Pathways system.
- Provide leadership for all aspects of academic and student service administration and programming, including the assessment of student learning outcomes, academic program review, curriculum development, academic budgeting, course scheduling, faculty evaluation and development, academic staffing, retention, recruitment, counseling, registration, financial aid, and other related functions.
- Serve as the college's accreditation liaison officer with the North Central Association's Higher Learning Commission.
- While remaining objective and professional when handling difficult situations, lead the Deans and Associate Deans of the college
- Other duties as assigned.

Salary:

The salary is commensurate with education and experience. To view information regarding benefits at Mountwest, please visit the following link: <http://www.mctc.edu/faculty-staff/human-resources-employment-development-payroll/benefits/>

How to Apply: For full consideration, all application materials should be submitted by September 20, 2019. The application should include a letter of interest specifically addressing the applicant's background in relation to qualifications described (not more than four pages); a current résumé (or curriculum vitae); and the names of at least five professional references with each person's position,

office or home address, e-mail address, and telephone numbers. References will not be contacted without prior authorization from the applicant. All applications will remain confidential.

The search is being assisted by Dr. Walter Nolte, Gold Hill Associates. Nominations and applications should be sent electronically (MS Word or PDF format) via the following web portal link:

<https://collegepresidentsearch.com/college-job-portal/>

Mountwest Community & Technical College is an EEO/AA Employer