
About GateWay Community College**gatewaycc.edu****Phoenix, Arizona**

GateWay Community College has built a legacy of firsts: the first technical college in Arizona; the first to use community advisory committees; the first to tailor courses to the needs of business and industry; the first to offer classes at off-campus locations; and the first to install computer technology. Its innovation, pioneering vision and success in responding to the needs of its community began humbly in 1968 operating in a former department store as Maricopa Technical College. GateWay has recently integrated the Maricopa Skill Center division and aligned the SouthWest Skill Center under one college campus, now offering three additional sites. As a comprehensive community college, GateWay offers general education for transfer to four-year universities, more than 150 degree, certificate, and trade, technical and workforce training options through credit, non-credit, and clock-hour programs to fit a learner's life, budget and goals for the future. Proudly, GateWay's motto is, "Education that works, so you learn more, live better."

GateWay is accredited by the Higher Learning Commission of the North Central Association of Colleges and is well-prepared for its re-affirmation of accreditation this fall. The college enrolls over 9,800 students annually and is designated as both a Hispanic Serving Institution and a Minority Serving Institution. Outstanding qualities of the college include its student focus, consistency in offering high-demand quality educational programs, a reputation for excellence in teaching and learning, effective methods for assessing student academic achievement, and leadership in areas of entrepreneurship with strong community, business and industry partnerships.

Position Summary

The Vice President of Student Affairs (VPSA) reports directly to the college president, is part of the president's leadership team, and is responsible for leading the student affairs function at the college. The position has four direct reports and oversees a division of over 100 employees, managing a budget of approximately \$9 million. The VPSA oversees Achieving a College Education (ACE), academic advising, admissions, registration & records, Adult Basic Education (ABE) Transition Services, assessment, athletics, career services, Children's Learning Center, counseling and adult re-entry, veteran's services, disability resources & services, international student services, outreach & recruitment, student financial services, student life & leadership, student support services, TRiO, and a range of compliance matters including student conduct and Title IX.

Opportunities and Challenges**Strategic Enrollment Management Plan**

GateWay is committed to additional development and implementation of a college-wide Strategic Enrollment Management Plan. There are significant opportunities to grow enrollment, improve retention and graduation, and achieve a holistic student success experience. The vice president collaborates with other Maricopa Community Colleges vice presidents in an institutional level enrollment management plan. Student Affairs further drives strategic enrollment management by integrating the function with alternative delivery schedules and modalities, expanding the use of

scholarships and financial aid as a retention tool, strengthening college recruitment efforts and determining the feasibility of new programs.

Guided Pathways and Transformation

Maricopa Community Colleges is in the midst of many important initiatives. Transformation symbolizes the system's efforts to increase accountability, focus on student success, and improve operational efficiencies. Guided Pathways, which offers fields of interest designed to help students concentrate on taking necessary courses to meet their goals, has been an expansive undertaking and officially launches in March of 2020 for fall registration.

Student Success

GateWay is known for its excellent high demand occupational education programs, caring faculty and staff, and an innovative and entrepreneurial approach to decision-making that focuses on students. Advising, career services, new student on-boarding, one-stop registration, financial aid, assessment, compliance and other services that comprise student affairs will benefit from additional support for those who deliver these actual services. Intentional and strategic approaches to student affairs that facilitates student success is an opportunity.

Collaboration and Empowerment

The vice president leads a talented team of student affairs professionals who care deeply about students. A leader who listens, communicates clearly and often, articulates and casts an inspired student affairs vision, empowers and mentors staff, and who collaborates across functional areas within the college while being an effective ambassador and advocate at the District level will be most effective.

Desired Qualifications

- Earned doctorate in a related field from a regionally accredited institution
- Six or more years of progressively responsible experience in student affairs, a portion of which includes a leadership position such as Dean or Vice President
- Comprehensive community college experience with strength in occupational education and work force development
- Multi-campus and/or complex system experience
- Student affairs subject matter expert – strong knowledge of compliance to include disability resources, Title IX, financial aid, and adjudication of student conduct matters
- Successful track record of increasing enrollment
- Strategic planning and budget experience, data informed decision-maker
- Guided Pathways or other similar 'field of interest' approach experience
- Grant management experience, understanding of TRiO, Title V, NSF, etc.
- Experience working with and appreciation of diverse student and employee populations
- Experience engaging in courageous conversations that challenge the status quo, resulting in strategy designed to improve operational efficiency and student success
- Experience managing change, improving morale, celebrating wins and sharing student affairs successes with others
- Articulate in written and verbal formats
- Independent thinker combined with being collaborative, a good listener, approachable and visible
- Highly communicative, display empathy and high emotional intelligence, build trusting relationships, good sense of humor

- Possess visionary, authentic leadership skills, able to mentor, support and develop talent, hold people accountable and achieve results

Minimum Qualifications

- Master's Degree from a regionally accredited institution in education or related discipline
- Four years of progressively responsible management and/or leadership experience in student affairs that includes two years of supervisory experience such as program management, project management, budget development and management related to student affairs, staff supervision, policy development, administration, evaluation and compliance.
- Evidence of support of diversity, equity and inclusion

Position Responsibilities

The Vice President of Student Affairs provides collaborative leadership, strategic planning, supervision, budget development and oversight for all student affairs units across all locations, and athletics to promote student success; supervises research activities concerned with the evaluation, improvement and monitoring of student affairs programs; ensures compliance with Title IX; maintains and ensures currency of the student handbook; develops and implements student discipline procedures, and consults with administrators and faculty to resolve student disciplinary issues to assure procedural fairness; maintains an ongoing awareness of constituents to improve student persistence, retention, and completion; in collaboration with other college vice presidents, leads, develops and expands short and long term institutional level strategic enrollment management planning to reach college enrollment targets; strengthens and expands college recruitment strategies; researches, develops, recommends, administers and evaluates policies, procedures, best practices, technology applications, and data analytics to ensure goal achievement related to enrollment, persistence and completion; develops strategies to maximize financial aid programs for student success; provides leadership to implement a comprehensive culture of student success in the out-of-class environment through the integration of student success/learning outcomes into all programs; plans, develops and implements student learning outcomes assessment program across the student affairs division including program review; utilizes student success data (CCSSE, Noel-Levitz, etc.) to improve college environment and programs; oversees developmentally based student code of conduct and judicial services; serves as a student affairs liaison and develops and promotes good public relation contacts with the community and other governmental officials; promotes and encourages cooperative working relationships with K-12 school districts, charter schools, and business, industry and community; represents college on district-wide councils, committees and ad hoc groups. May act on behalf of the college president in the president's absence and performs other duties as assigned.

About the Maricopa Community Colleges

www.maricopa.edu

Maricopa County, Arizona

GateWay Community College is one of the ten Maricopa County Community College District institutions. Known widely as the Maricopa Community Colleges and Maricopa, it is one of the largest community college districts in the nation serving over 200,000 students annually, offering transfer education toward completion of a four-year degree, in addition to occupational and technical education, credit and non-credit programs, certificates and adult education courses. Maricopa is recognized as one of the most innovative community college systems in the country and enjoys a range of awards and accolades to include recognition as one of America's Best Employers by Forbes; eight colleges named to The Aspen Institute's Top 150 Community Colleges; recognition for its commitment to student success; and a continued exemplary financial position.

10/14/19

HOW TO APPLY
VICE PRESIDENT OF STUDENT AFFAIRS
GATEWAY COMMUNITY COLLEGE – A MARICOPA COMMUNITY COLLEGE
PHOENIX, ARIZONA

On behalf of the President of GateWay Community College, the Search Committee invites nominations, referrals and applications for the Vice President of Student Affairs position. All inquiries will be treated in the strictest of confidence and should be directed to the search consultant. ***PLEASE DO NOT APPLY VIA THE MARICOPA JOB PORTAL!***

MINIMUM QUALIFICATIONS

- Master's Degree from a regionally accredited institution in education or related discipline
- Four years of progressively responsible management and/or leadership experience in student affairs that includes two years of supervisory experience such as program management, project management, budget development and management related to student affairs, staff supervision, policy development, administration, evaluation and compliance.
- Evidence of support of diversity, equity and inclusion

APPLICATION MATERIALS

- Letter of interest (5 pages maximum)
- Resume (chronological preferred)
- A range of at least six professional references including direct phone and email

The application deadline is November 17, 2019. While the position is open until filled, applications received after this date cannot be guaranteed full consideration.

Send applications via email to:
vpsa.gwcc@cizekassociates.com
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