Grand Rapids, Michigan

Provost/Executive Vice President

Grand Rapids Community College invites applications and nominations for the position of Provost/Executive Vice President for Academic and Student Affairs. The Provost reports directly to the President and serves as the Chief Academic Officer with major responsibilities for strategic planning and guiding all aspects of teaching and learning in support of student success. The Provost also is charged with establishing the academic vision for Grand Rapids Community College in pursuit of its Mission, Vision, Values, and Ends through the contributions of the deans, associate deans, faculty, staff, and their respective systems of support.

Overview

Grand Rapids Community College has a 100-year history of academic excellence and a sound reputation as a premier transfer institution. It is nationally recognized for its liberal arts and occupational programs. With approximately 250 full-time and 670 adjunct faculty, learning opportunities are provided for more than 30,000 credit and non-credit students enrolled in liberal arts and occupational courses. GRCC has a physical presence that includes an eight-block downtown campus, a two-block presence known as the DeVos Campus, two Michigan Technical Education Centers (M-TECs®), a Lakeshore campus, and several regional sites. Grand Rapids is the second largest city in Michigan.

Expectations

- Provide balanced leadership to the administration, faculty, and staff of the School of Arts and Science, School of Workforce Development, Student Affairs, Student Success and Retention, Institutional Research and Planning, and Instructional Support and Interdisciplinary Studies.
- Model and champion the College’s core values: Excellence, Diversity, Responsiveness, Innovation, Accountability, Sustainability, Respect, and Integrity.
- Work closely with the President and other officers to provide overall internal executive leadership to, and support for, the faculty, staff, and their respective systems of support in Academic and Student Affairs through the creation, revision, and/or removal of policies related to Academic and Student Affairs.
- Lead College efforts to promote and sustain a rigorous, compassionate, and learning-centered environment that supports student success in both credit and non-credit areas through collaborative decision making and strategic planning.
- Oversee academic programs and curriculum development to ensure that the College remains current and viable in the educational community.
- Ensure the primacy of the academic mission in all College decision-making including, but not limited to, physical and technological infrastructure, budget, fundraising, and internal and external communications.
- Assure that College policies and procedures governing academic and student issues enhance the learning environment and reflect current needs and appropriate practices.
- Collaborate with the chief academic officers of area institutions, transfer institutions, intermediate school districts, regional school district superintendents, government agencies, and other community organizations to promote academic partnerships, scholarships, and resources.
- Create an inclusive environment and ensure a diverse and representative population of faculty, staff, and students through recruitment, enrollment, and retention of all target populations who represent a wide range of age, ethnicity, national origin, and ability.
Experience

The applicant must bring a minimum five-year record of successful service as a full-time classroom faculty member at a college or university with experience in curriculum development and design. Five or more years of progressively responsible supervisory and management experience in a college or university with a diverse student body also is desired, along with a record of academic and scholarly achievement sufficient to earn the respect of the academic community. The applicant should be an experienced, creative administrator with demonstrated leadership skills needed to foster the academic progress and vitality of the College. She or he must have a demonstrated commitment to promoting diversity and inclusivity. Experience in a community college is preferred, as well as experience with collective bargaining in a college or university environment.

Nominations and Applications

Grand Rapids Community College offers the next Provost the opportunity to be part of a unique, student-focused academic community and to build upon what already is exceptional to make it even better. Applicants must have a terminal degree from a regionally accredited institution of higher education, along with a substantial leadership background. Salary considerations will be competitive.

To assure best consideration, applications should be received by August 28, 2014. The application should include a letter of interest specifically addressing the applicant’s background in relationship to qualifications described (not more than three 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 new Provost will assume office on or about January 2, 2015.

The search is being assisted by James H. McCormick, Senior Consultant, AGB Search. Nominations and applications should be sent electronically (MS Word or PDF Format) to grcc@agbsearch.com. Additional information and the detailed position description are at www.grcc.edu/provostsearch. The consultant may be contacted at 651-238-5188 or jhm@agbsearch.com.

Grand Rapids Community College is an Equal Opportunity Employer, committed to a diverse and inclusive work and learning environment. GRCC creates an inclusive learning and working environment that recognizes the value and dignity of each person. It is the policy and practice of GRCC to provide equal educational and employment opportunities regardless of age, race, color, religion, marital status, sex (including pregnancy), sexual orientation, height, weight, national origin, disability, veteran status or genetics in all programs, activities, services, employment and advancement including admissions to, access to, treatment in, or compensation in employment as required by state and federal law. Further information may be obtained from the EEO Office or the Office of General Counsel, 143 Bostwick Avenue NE, Grand Rapids, MI 49503-3295.