



**Office of Human Resources**

**POSITION DESCRIPTION**

**POSITION:** Vice President for Academic Affairs

**REPORTS TO:** President

**SALARY:** Commensurate with education and experience

**ABOUT CCRI:**

The Community College of Rhode Island is the state's only public comprehensive associate degree and certificate-granting institution. We provide affordable open access to higher education at locations throughout Rhode Island. Our primary mission is to offer recent high school graduates and adult learners the opportunity to acquire the knowledge and skills necessary for intellectual, professional and personal growth through an array of academic, career and lifelong learning programs.

At CCRI, we are committed to building an inclusive and diverse campus community. We strive to hire and retain culturally competent faculty and staff members who reflect the demographics of our state and our increasingly diverse student population.

We believe that our diversity is our strength. We celebrate, support and thrive on the diverse experiences, backgrounds, and perspectives that are represented across our four campuses.

We are OneCCRI, working together to prepare learners to achieve their highest potential.

To learn about what employees value at CCRI and what it means to work here, please read about our Guiding Principles and watch videos of our employees doing what they do best: <https://www.ccri.edu/equity/culture/guidingprinciples.html>

**RESPONSIBILITIES:**

Reporting directly to the president, the vice president is a member of the college's senior management team and is responsible for providing vision and driving change in the areas of educational policy, instructional planning, program review, academic personnel actions, faculty development and resource planning and allocation.

The vice president also carries responsibility for advancing the college's educational initiatives involving intercollegiate articulation, developmental education and learning resources systems. The vice president must have the ability to lead, inspire and execute the vision and strategy of the college.

The vice president must have the ability to build and maintain strong and collegial relationships with students, faculty, staff, administrators, and alumni, members of our governing board, the legislature and executive branch. Comfort with making data-driven

decisions is essential, as well as perseverance and a strong commitment to the community college mission and its student access and success agenda.

#### **QUALIFICATIONS:**

- An earned doctorate from a regionally accredited institution is required
- Qualifications appropriate for a tenured appointment in an academic department of the College are strongly desired
- Five years full-time teaching experience in higher education required
- Significant senior-level academic, administrative and leadership experience serving a diverse student population, preferably in a multi-campus, unionized institution
- Community college experience is highly preferred
- Demonstrated experience in and commitment to working collaboratively with faculty and academic staff, and experience in a collective bargaining environment
- Experience with regional and specialized accreditation agencies, curriculum development and implementation, including developmental education, instructional technology planning, and program assessment
- Proven track record of effective budget and resource management linked to institutional and departmental planning and assessment
- Practical experience using data to support Academic Affairs initiatives
- Demonstrated commitment to inclusivity and diversity and an ability to lead organizations that value and respect differences. Ability to resolve conflicts and build consensus. Effective internal and external relationship-building skills
- Excellent oral and written communication skills

#### **CCRI is an Equal Opportunity / Affirmative Action Employer.**

We recognize that diversity and inclusivity are essential to creating a dynamic, positive and high-performing educational and work environment. We welcome applicants who can contribute to the College's commitment to excellence created by diversity and inclusivity.

CCRI prohibits discrimination, including harassment and retaliation, on the basis of race, color, national or ethnic origin, gender, gender identity or expression, religion, disability, age, sexual orientation, genetic information, marital status, citizenship status or status as a protected veteran. Inquiries or complaints concerning discrimination shall be referred to the College's Title IX Coordinator at: [TitleIXCoordinator@ccri.edu](mailto:TitleIXCoordinator@ccri.edu).

The Jeanne Clery Act requires institutions of higher education to disclose campus policy statements and crime statistics. Our annual report is available here: <https://ccri.edu/campuspolice/pdfs/ASR-Final-92019.pdf>

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