



**CONNECTICUT STATE COLLEGES & UNIVERSITIES  
BOARD OF REGENTS FOR HIGHER EDUCATION  
JOB OPPORTUNITY  
June 30, 2015**

**Executive Director of the CSCU Student Success Center**

Open To: The Public  
Location: 61 Woodland Street, Hartford, CT  
Hours: Full-Time (1 year duration grant initiative)  
Compensation: CC Associate Dean (\$92,883– \$121,445 commensurate with experience & training)  
**Closing Date: July 14, 2015**

The Connecticut State College and University System (CSCU) invites candidates who have an extensive background in student success in higher education to apply for this challenging one (1) year grant funded opportunity with the Board of Regents System Office.

**Position Summary**

The CSCU system received a Kresge Foundation Grant award for a CSCU Student Success Center. The Center serves as a statewide hub to assist the twelve Community Colleges of the Connecticut State Colleges & Universities. The purpose of this grant is to build the capacity of member colleges to engage in and advance student success efforts at scale; build the capacity of the twelve community colleges to evaluate, support and scale college student success efforts; and develop and propose public policy change to enhance student success. Under the Board of Regents for Higher Education umbrella, the CSCU Student Success Center will allow our community colleges to create a tighter link between practice, research and policy.

**Supervisory and Other Relationships**

The Executive Director of the CSCU Student Success Center reports to the Vice President of Community Colleges of the Board of Regents for Higher Education and will be responsible for supporting and cultivating new strategic partnerships between the representatives of the twelve community colleges, other internal and external partners including the State Department of Education; Workforce Investment Boards and foundations. The Executive Director will be the champion and leader of the CT student success center across the twelve community colleges, working to provide guidance, support and leadership to the institutions through professional development training, research and analysis of best practices and implementation of best practices system-wide. The Executive Director will be responsible for the overall administration and management of the \$500,000 dollar grant.

The position is expected to have extensive and collaborative relationships with presidents, deans, academic officers and other administrators, other internal and external partners and with professionals in peer organizations and professional associations.

## **Essential Responsibilities**

- Build a strong advisory team with key college stakeholders to help develop and implement goals for the Center
- Develop new, clear goals and metrics for success as well as strategies from the proposal
- Work with the Advisory Team to ensure timely progress toward Center's goals
- Manage yearly budget and Center's resources to achieve agreed-upon goals
- Develop and maintain support from community college leadership and community for the Student Success Center agenda through consistent communication and reports on the work of the Center
- Coordinate and establish synergies between existing student success initiatives at the Community Colleges
- Convene leadership teams from the colleges and other partners to support the work of the Center
- Engage in the public policy process in support of the Center's goals in coordination with the Board of Regents for Higher Education
- Manage and coordinate the Center staff, consultants and support agencies
- Identify additional resource requirements, research funding sources, establish strategies to attain additional funding, and coordinate grant writing, if necessary
- Coordinate the gathering and dissemination among community colleges of lessons learned and best practices from existing and new student success initiatives
- Develop a professional development plan in coordination with BOR and other entities to bring the work of the Center to member institutions
- Actively engage with other state and national student success efforts to bring a coherent vision of these issues to the work of the Center
- Oversee the assessment of an independent evaluation of the Center's work and effectiveness
- Coordinate the translation of learnings and best practices from all student success initiatives into state policy change
- Create and implement and marketing and public relations strategy, ensuring the Center's mission and accomplishments are consistently presented in a strong, positive image to relevant stakeholders

## **Minimum Qualifications**

Master's degree in a related area and a minimum of two years' experience in higher education student success and completion issues; experience in working with collaborative initiatives, community college presidents, administrators and faculty, and building consensus and strong partnerships.

Demonstrated ability to multi-task in complex environment with large teams of professionals; Ability to provide strategic direction and leadership to a major initiative. Polished oral and written communication skills and exceptional interpersonal skills are required.

## **Application Instructions**

Applications must be submitted electronically to [jobs@ct.edu](mailto:jobs@ct.edu) and must be received no later than **July 14, 2015**. Please reference "**Search #15-005**" on the subject line of all emails. Please submit the following two (2) attachments with your email:

- (1) BOR Employment Application (available at: <http://www.ct.edu/hr/employment>) **AND**
- (2) Cover letter, resume, and contact information for three professional references in a single Word or PDF file.

Incomplete or late application packages received after the deadline may be discarded.

Refer to [www.ct.edu](http://www.ct.edu) for more information about the CSCU and our 17 institutions.

**Notice of Nondiscrimination**

The Board of Regents for Higher Education does not discriminate on the basis of race, color, religious creed, age, gender, gender identity or expression, national origin, marital status, ancestry, present or past history of intellectual disability, learning disability or physical disability, veteran status, sexual orientation, genetic information or criminal record. The following person has been designated to handle inquiries regarding the non-discrimination policies: Laurie G. Dunn, Interim Vice President for Human Resources, 61 Woodland Street, Hartford, CT 06105, 860-723-0253, or by email at [DunnL@ct.edu](mailto:DunnL@ct.edu).

*The Board of Regents for Higher Education is an Affirmative Action/Equal Opportunity Employer and strongly encourages the applications of women, minorities, persons with disabilities, and veterans.*