

Manchester Community College
Chief Academic Officer/Vice President
Full Time – 12-Month Excluded Position

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: The Public
Location: Manchester Community College, Manchester, CT
Minimum Salary: **\$106,816 - \$150,000**; salary will commensurate with experience
Closing Date: Letter of application must be postmarked no later than August 20, 2015 or open until filled
Anticipated Starting Date: January 2016

Minimum Qualifications: Manchester Community College (MCC) is seeking an experienced and innovative leader with demonstrated academic and management expertise. The successful candidate must demonstrate a collaborative and collegial management style, excellent and transparent communication skills, and the ability to forge effective working relationships with a broad range of internal and external constituents. An earned doctorate from a regionally accredited university and six or more years professional experience in higher education, including experience in teaching and academic administration, and at least three years of supervisory experience required.

Excellent leadership, interpersonal, organizational, communication, team-building, instructional technology literacy, including instructional applications, supervisory skills, and experience with accreditation essential. The ability to plan, develop and evaluate academic services and programs, and experience with outcomes assessment, a must. An understanding of and commitment to the mission of the community college, a demonstrated ability to respond to and work with multiple constituencies, and involvement in support of a culturally and ethnically diverse population are essential.

Applicants who do not meet the minimum qualifications as stated must put in writing precisely how their experience has prepared them for the responsibilities of this position

Responsibilities: The Chief Academic Officer (Vice President), reporting to the President of the College, provides college-wide vision, leadership and strategic direction and is a member of the President's Executive Cabinet. The Chief Academic Officer (Vice President) is responsible for the following areas:

- Management of faculty, professional and support staff
- Curriculum and course development
- Instructional Innovation, quality and outcomes assessment
- Development and implementation of college goals and strategic plan
- Distribution/management of academic budget
- Implementation of academic and college policy

Application Instructions: Send letter of intent, resume, transcripts, and the names of three references to:

Patricia Lindo, Interim Director of Human Resources
Manchester Community College
Great Path MS #2
PO Box 1046
Manchester, CT 06045-1046

Or email to: GenInfoHumanResources@mcc.commnet.edu

Manchester Community College is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.