

## **Position Description**

### **VICE PRESIDENT**

#### **WASC SENIOR COLLEGE AND UNIVERSITY COMMISSION (WSCUC) (Alameda, California)**

WSCUC is seeking a Vice President who shares our passion for student success, commitment to continuous improvement in higher education effectiveness, and dedication to quality, rigor, and consistency. The Vice President will join a strong, experienced team and take responsibility for a portfolio of institutions and also for program, committee and special projects to support the Commission in ensuring a meaningful accreditation process.

#### **About WSCUC**

WSCUC is a higher education association, a federally recognized institutional accrediting agency, and one of seven regional agencies in the United States. It serves a highly diverse group of 209 public and private higher education institutions based in California, Hawai'i, the Pacific region, and internationally. WSCUC member institutions enroll 1.2 million students with widely diverse student populations; one-third of members are classified as Hispanic Serving Institutions (HSIs). The Commission is committed to publicly accessible evidence of student achievement (including student learning and graduation rates) and the promotion of the diverse missions and constituencies of its institutions. Institutions are encouraged to be responsibly innovative in a dynamic postsecondary environment. WSCUC practices a peer-review, standards-based process to ensure quality and accountability along with continuous institutional improvement. The professional staff works collaboratively with institutional representatives to further the Commission's Core Commitments and to achieve compliance with Commission Standards in the context of institutional self-examination.

#### **Desired Characteristics and Competencies**

Knowledge, Skills and Attitudes: Leading candidates will bring experience that will allow them to foster collaborative working relationships with institutional representatives and peer review teams and with colleagues at WSCUC. The Vice Presidential role at WSCUC contains significant elements of teaching and coaching, application of facts and data within standards to inform decisions, policy design, and communication. Each Vice President must have experience working with diverse groups of individuals and demonstrate sensitivity to a wide range of institutions, interests, stakeholders, and views represented in the region. Vice presidents have described the satisfactions of supporting the Commission in protecting students, fostering innovation, and informing public policy, along with sharing ideas across institutions and supporting institutional learning.

Candidates must have excellent listening skills, effective writing and oral communication skills, the ability to organize a complex workload under competing deadlines, and the judgment to identify issues that warrant review and reconsideration. The successful candidate will be curious, open to new ideas, and comfortable operating in a changing environment. Candidates must appreciate and be responsive to the region's cultural diversity and able to support the needs of the diverse constituencies served by the Commission. Other desired characteristics include the abilities to be diplomatic and also decisive, flexible and also consistent, patient and also productive, attuned to both big picture and detail, politically astute and culturally sensitive, self-motivated, and resilient. The Vice President must possess high ethical standards and exhibit consistent integrity and respect for others.

Career Paths Leading to this Position: Candidates will have had substantial experience in higher education in a senior administrative, faculty, or policy role level. The successful candidate will be knowledgeable about diversity, equity, and inclusion strategies, and have a broad understanding of postsecondary education issues and operations, from student learning to faculty roles to financial matters and governance. Experience with accreditation processes is preferred; service as an Accreditation Liaison Officer and/or peer reviewer is desirable.

Experience in any of these key areas will also be positive factors:

- use of student learning and post-graduate outcomes and leadership of evidence-driven change
- understanding of higher education financial planning and reporting, sustainability, and business structures
- communication about higher education quality and choice to varied audiences
- organizational planning and project management.

Education: An earned doctorate or terminal degree is expected.

### **Primary Responsibilities**

Institutional Support: The Vice President will work with assigned institutions as first point of contact and liaison, providing support and interpretation of WSCUC accreditation standards, policies, and processes, including: eligibility and seeking accreditation; reaffirmation of accreditation; annual, progress, and interim reports; mid-cycle reviews; and substantive change. Activities include acquiring and maintaining knowledge of institutions; institutional training; selecting, preparing, and supporting review teams as well as accompanying teams and facilitating the review process during institutional visits.

Commission and Project Support: Each Vice President carries responsibility for significant program activities, policy development, Commission standing or ad hoc committees, strategic initiatives, and/or other priorities. The Vice President participates in Commission meetings to provide informed support as it engages in deliberations related to Commission actions, higher

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education developments and challenges, and national and state policy issues related to higher education. The Vice President is also an active participant in the WSCUC annual conference, professional development and training for site evaluators, and other educational programming.

Travel: Significant travel (30-40% time during fall and spring semesters) is required to accomplish primary duties and responsibilities. Most travel is within California, with some travel to Hawaii, Pacific Islands, other US locations, and international institutions.

### **Compensation**

Salary is commensurate with qualifications and experience. Generous benefits package. Relocation assistance is negotiable.

### **Inquiries, Nominations, and Application**

Inquiries and Nominations: We welcome nominations for this position. Please direct nominations for and inquiries about this position via email to Christopher Oberg, Executive Vice President, at [vpsearch@wscuc.org](mailto:vpsearch@wscuc.org).

Application: Please submit a current *curriculum vita* and a cover letter that summarizes how your experience aligns with your understanding of the responsibilities of a WSCUC vice president, referring to specific capacities and experiences and to skills and knowledge you would want to develop to be as effective as possible.

Include in the cover letter a response in a paragraph or two to ***either* a) *or* b):**

- a) Describe a change WSCUC should consider to improve some aspect of its approach or process **OR**
- b) Choose one of the many questions, forces, and potential changes affecting accreditation and suggest how WSCUC might think about and address it.

Applications and nominations should be sent in confidence to:

Christopher N. Oberg, PhD  
Executive Vice President  
[vpsearch@wscuc.org](mailto:vpsearch@wscuc.org)

The position will remain open until filled; submission by September 3, 2019 is encouraged.

WASC Senior College and University Commission is an equal opportunity employer committed to fostering a diverse and inclusive higher education community. All qualified applicants will receive consideration for employment without regard to race, ethnicity, religion, disability status, age, sex, sexual orientation, gender identity, national origin, ancestry, citizenship status, medical condition, military/veteran status, marital status, or any other characteristic protected by state or

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federal law. WSCUC is dedicated to achieving a diverse staff and encourages members of underrepresented groups to apply.