

**Nevada System of Higher Education  
Position Announcement  
For  
Vice Chancellor for Community Colleges**

The Nevada System of Higher Education (NSHE) invites applications and nominations for the position of Vice Chancellor for Community Colleges. This is a renewable, full-time, non-tenured, administrative position that reports to the Chancellor. The position may be located in either Reno or Las Vegas, Nevada. The NSHE is comprised of eight institutions: two universities, a state college, four community colleges and a research institute. The public system of higher education in Nevada continues to experience growth with significant challenges and opportunities in serving over 100,000 students and 12,000 employees.

The Vice Chancellor for Community Colleges serves as an executive officer for system administration, working closely with the Chancellor and the Board of Regents to provide leadership, coordination and advocacy for the four community colleges. Working collaboratively with the four college presidents and using statewide data, the Vice Chancellor coordinates the planning, organizing, reviewing and evaluating of system-wide academic and student services programs; identifies and influences policy alignment to support community college student success; and participates in the development and implementation of policies and procedures of the NSHE system. The Vice Chancellor serves as a public voice promoting Nevada community colleges as critically important to the future of Nevada and its citizens.

**SALARY:** NSHE Executive 2

**APPROXIMATE STARTING DATE:** July 1, 2017

**MINIMUM QUALIFICATIONS:** The successful candidate must have an earned Master's degree from an accredited institution; a Doctorate is preferred. A minimum of five (5) years progressive experience directly applicable to the position is required, including three (3) years of senior administrative leadership in higher education, preferably at community colleges with diverse demographics similar to Nevada. Five (5) years of supervisory experience required. Experience using data analysis to determine student success and an understanding of and being conversant in various community college administrative structures, such as multi-campus districts, is preferred.

**KNOWLEDGE, SKILL, AND ABILITIES:** Successful candidates need to possess the following knowledge, skills and abilities. It is recommended that applicants for this position address each of the following items in a letter of application:

- Demonstrated abilities as a team player and team builder
- Demonstrated understanding of promoting and enhancing diversity with faculty and students
- Excellent oral and written communication abilities that meet the needs of a diverse faculty and student body
- Personnel and budget management experience, especially in the public sector

**RESPONSIBILITIES:**

Work in close alignment with the Vice Chancellor for Workforce Development and the Vice Chancellor for Government and Community Affairs to address the needs, demands and responsibilities of Nevada's community colleges in those relevant areas.

Coordinate with the Vice Chancellor for Workforce Development on the application for, and execution of, grants to the community colleges for the growth of workforce training programs.

Work closely with the Vice Chancellors for Academic and Student Affairs, Finance and Administration, and Information Technology to implement system-wide policies and programs pertinent to the operations of community colleges.

Work collaboratively with the four college presidents to achieve improved efficiency and effectiveness in the delivery of administrative support functions.

Serve as system liaison/staff support for the NSHE Board of Regents Community College Committee, providing leadership and guidance to the Committee, as well as the larger NSHE Board of Regents with regards to community college activities and progress.

Serve as the lead advocate and implementer of programs that enhance pathways to post-secondary education, working with local school districts and the State Board of Education, and utilizing dual enrollment programs, community college high schools, and outreach to secondary school students to enhance enrollment in NSHE community colleges.

Serve as a leading voice for the community colleges, advocating their critical position as a vital component of Nevada's system of higher education.

**TO APPLY:** The application process will be handled through the Consensus Search on-line search process. Application materials must include a current resume, detailed cover letter, and names, addresses, and telephone numbers of four professional references willing to be contacted. Applicants should fully describe qualifications and experience, since the initial review will serve to evaluate applicants based on documented, relevant qualifications and professional work experience. The review of materials will begin immediately. Materials should be addressed to Lori Mandracchio, Search Coordinator, and are to be submitted via on-line application at <http://system.nevada.edu/Careers/index.htm>. For assistance with NSHE's on-line applicant portal, contact Lori Mandracchio at (702) 889-8426 or [lori\\_mandracchio@nshe.nevada.edu](mailto:lori_mandracchio@nshe.nevada.edu).

**Application Deadline:** Applications may be submitted until the position is filled; however, to ensure full consideration, applications should be submitted by March 31, 2017. For more information about the Nevada System of Higher Education, please visit our website at [www.nevada.edu](http://www.nevada.edu).

The Nevada System of Higher Education hires only United States citizens and aliens lawfully authorized to work in the U.S. The NSHE is an affirmative action, equal opportunity employer and does not discriminate on the basis of race, color, religion, sex, age, creed, national origin, veteran status, physical or mental disability, genetic information, sexual orientation, gender identity, or gender expression.