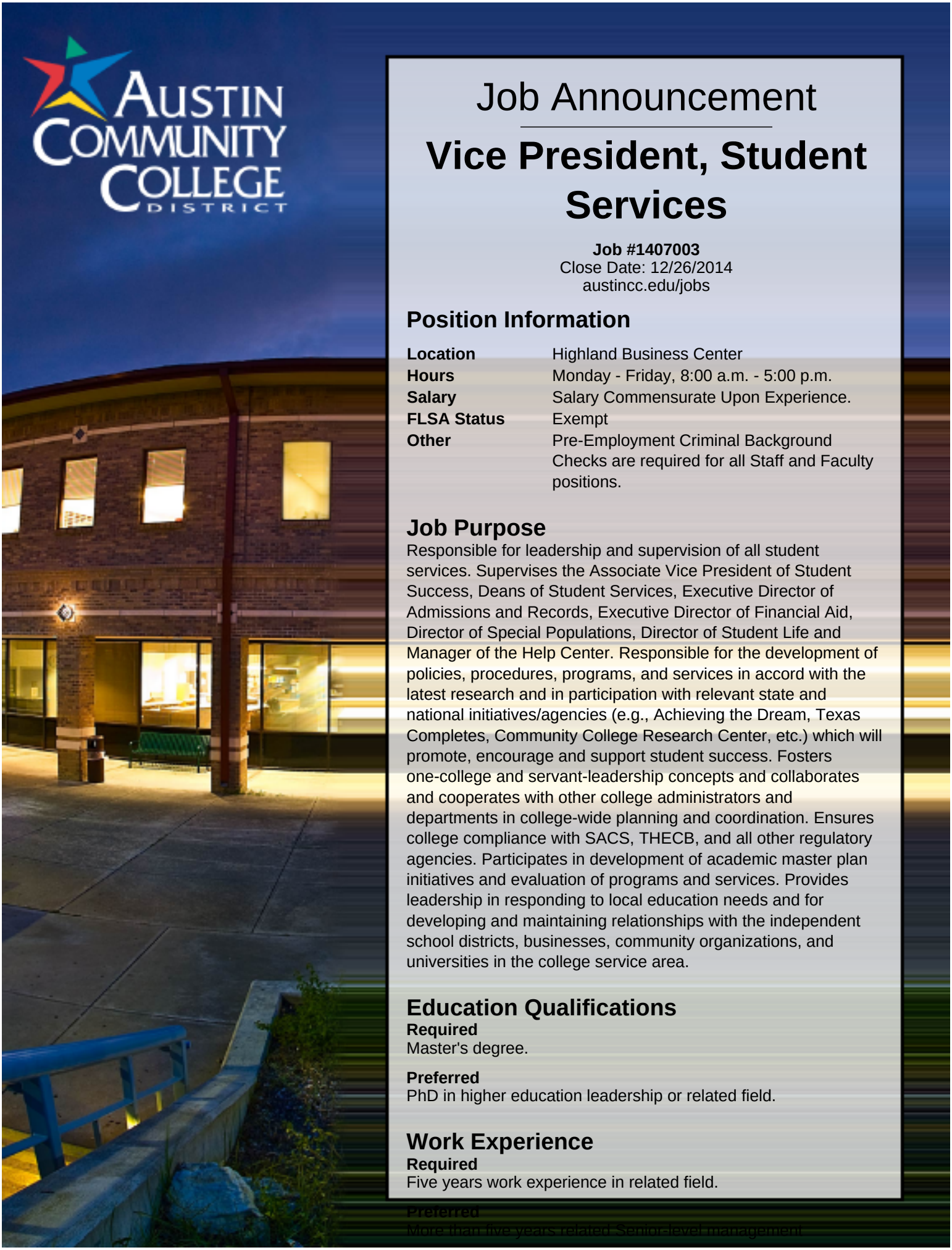

Job Announcement

Vice President, Student Services

Job #1407003
Close Date: 12/26/2014
austincc.edu/jobs

Position Information

Location	Highland Business Center
Hours	Monday - Friday, 8:00 a.m. - 5:00 p.m.
Salary	Salary Commensurate Upon Experience.
FLSA Status	Exempt
Other	Pre-Employment Criminal Background Checks are required for all Staff and Faculty positions.

Job Purpose

Responsible for leadership and supervision of all student services. Supervises the Associate Vice President of Student Success, Deans of Student Services, Executive Director of Admissions and Records, Executive Director of Financial Aid, Director of Special Populations, Director of Student Life and Manager of the Help Center. Responsible for the development of policies, procedures, programs, and services in accord with the latest research and in participation with relevant state and national initiatives/agencies (e.g., Achieving the Dream, Texas Completes, Community College Research Center, etc.) which will promote, encourage and support student success. Fosters one-college and servant-leadership concepts and collaborates and cooperates with other college administrators and departments in college-wide planning and coordination. Ensures college compliance with SACS, THECB, and all other regulatory agencies. Participates in development of academic master plan initiatives and evaluation of programs and services. Provides leadership in responding to local education needs and for developing and maintaining relationships with the independent school districts, businesses, community organizations, and universities in the college service area.

Education Qualifications

Required
Master's degree.

Preferred
PhD in higher education leadership or related field.

Work Experience

Required
Five years work experience in related field.

Preferred
More than five years related Senior-level management

experience in higher education.

ACC Benefits Overview

Full-time Faculty and Staffing Table employees who work in full-time and/or part-time positions at the College are eligible for ACC medical benefits effective the first of the month after their first 60 days of employment. ACC benefits include medical, dental, life insurance, short and long term disability, retirement plans and AD&D.

This job announcement is a summary overview of the position. Obtain a complete description of this opportunity and other job announcements at www.austincc.edu/jobs.