The Vice President of Student Affairs

The Vice President reports to the President, serves as the senior Student Affairs officer and has primary responsibility for leadership, management, strategic direction, policy development, and administrative oversight for the Student Affairs division. The Vice President provides critical leadership in enhancing student development and student leadership, student services, recruitment and retention, student success and student life.

The Vice President works in concert with the Vice President for Academic Affairs and supports the academic mission of the College by providing a range of co-curricular services and programs to support students’ academic success and meet the diverse educational needs of students and the College community.

The Vice President is also a senior leader of the college, serving on the President’s cabinet and providing broad advice and assistance to the President in establishing and meeting the strategic direction for the college. As a member of the President’s senior administrative team, the Vice President develops policy and practice on institutional issues, represents the College in MnSCU decision-making and with other external agencies and bodies, and serves as a College officer/representative on public occasions.

The Vice President of Student Affairs, as the college’s chief student affairs officer, provides administrative leadership and oversight of a large, complex college division which currently includes the departments of Counseling, Marketing and Public Relations, Admissions, Records and Registration, Career Center and Career Services, Financial Aid and Scholarships, Academic Support Center, Adult Programs and Services, Child Care, Student Employment, Student Life, Service Learning, and Multicultural Services. The VP is responsible for the day-to-day operation of the division including the many services that students rely on to meet their educational needs.

The College: Normandale Community College, located in Bloomington, Minnesota, primarily serves the south/southwest region of Minneapolis / St. Paul, Minnesota. The Twin Cities, with a population of over 3 million, is a sophisticated metropolitan area with growing economic, recreational, arts, ethnic and linguistic diversity. The College has a diverse student population of approximately 15,000 and over 600 faculty and staff. We are known for our academic excellence. Normandale Community College is committed to honoring human differences by celebrating and learning about differing values, beliefs, and backgrounds in a safe and respectful environment.
Minimum Qualifications:
- Master’s degree in education, educational leadership or a related field.
- At least five years of progressively responsible experience in student affairs or a related area at a college or university.
- An understanding of and commitment to the role and mission of community colleges.

Preferred Qualifications:
- Doctorate degree in education, educational leadership or a related field.

For Information and to Apply
Interested applicants should submit their resume to Normandale’s Employment website at: http://agency.governmentjobs.com/normandale/default.cfm. You may copy and paste in your existing resume or let the software create a resume for you. You may edit your resume later should your contact information or experience change. Application deadline is 4:30 P.M. on Monday, January 12th, 2015.

Normandale Community College is an affirmative action, equal opportunity educator and employer. We encourage and welcome the applications of women, minorities and people with disabilities. We are part of the Minnesota State Colleges and Universities System (MnSCU).