

Associate Vice President, Academic Administration  
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The Associate Vice President, Academic Administration at Utah Valley State College will assist the Vice President of Academic Affairs (VPAA) with the day-to-day functions and formulation of overall Academic Affairs objectives, policies, procedures, plans (strategic or otherwise) and projects. Coordinate administrative, educational, and technical activities to include budget, strategic planning, project and data management, and staffing within the VPAA office. Plan, coordinate and assess the effectiveness and outcomes of the annual budget process in consultation with the VPAA, Deans, and others within Academic Affairs. Represent the VPAA with internal and external audiences as directed. Serve as acting VPAA when an absence occurs.

This position requires a minimum of an earned terminal degree or its equivalent from an accredited institution of higher education, rank of associate or full professor, evidence of at least 5-8 years of extensive leadership responsibilities at a college or university, evidence of scholarly activities, and teaching experience.

To view the complete description and to apply online please visit:  
[www.uvsc.jobs/applicants/Central?quickFind=53034](http://www.uvsc.jobs/applicants/Central?quickFind=53034)

Contact Human Resources at (801) 863-8207 if you need assistance.  
UVSC is an affirmative action/equal opportunity employer, with a strong commitment to diversity. Women, minorities and individuals with disabilities are encouraged to apply.