Vice President
(www.accunet.org)

The Association of Catholic Colleges and Universities (ACCU) is seeking a Vice President who will lead and support efforts to serve member institutions and senior executives on a variety of Catholic identity and university mission issues. S/He will report directly to the President and will assist in the management of the association's office, advancement initiatives, and program offerings. They will also manage research for the association and facilitates research efforts of others, monitors public policy and legal issues relating to Catholic higher education, and leads Catholic mission assessment efforts. The Vice President must be Catholic.

Primary responsibilities (including, but not limited to):

Service to Member Institutions

- Provides resources on Catholic higher education to and for presidents, vice presidents, and others concerning issues of Catholic mission and university identity.
- Cultivates productive, cooperative initiatives to increase knowledge and understanding of Catholic higher education with member campuses; coordinates task forces of distinct groups within the Catholic higher education community (such as chief academic officers, mission officers, student affairs officers, and faculty).
- Oversees Study USA and Irish American Scholars programs; assists with Collegium program, as requested.

Management of the Association

- Oversees staff in the absence of the president and works with the Director of Business Operations to create a positive and productive work environment.
- Assists with the planning and execution of the Annual Meeting, with special attention to content and speakers.
- Assists the president on legal matters, monitors public policy questions, and interacts with member university attorneys.
- Drafts documents, as needed, for the president, Board, and member institutions.

Advancement

- Works closely with the president in identifying and securing sponsorship's for the Annual Meeting and other conferences, and well as individual gifts and vendor alliances.
- the Initiatives Committee responsible for investigating and proposing new programs and funding strategies.
- Coordinates oversight of finance and investment functions in partnership with Director of Business Operations.
- Assists the president in strengthening relationships within the higher education community and the Church.

Research on Catholic Education
In cooperation with the Associate Vice President for Communications, prepares research that advances understanding of Catholic higher education.

Directs data collection and dissemination concerning Catholic higher education, including collaborating with other organizations and researchers that conduct original research and analyzing existing data sets.

Oversees, promotes, and develops projects related to the Catholic Identity Mission Assessment project.

Required qualifications, skills and accomplishments:

Education:

- Terminal degree (doctorate preferred) with strong research background.

Experience:

- Five to eight years in senior leadership position within a Catholic college or university.
- Knowledge of Catholic issues in higher education, including mission and identity matters.
- Wide range of academic experience and research interests.

Knowledge, skills, and abilities:

- In-depth knowledge of Catholic mission and identity.
- Understanding of pedagogical, technological, policy/legal developments.
- Excellent research and data interpretation skills.
- Ability to translate data into usable information.
- Collaborative work ethic.
- Strong interpersonal, verbal and written skills.
- Ability to manage change with confidence, poise, professionalism, and flexibility.
- Proficiency in Microsoft Office and research software programs.

About the Association of Catholic Colleges and Universities

Founded in 1899, the ACCU serves as the collective voice of U.S. Catholic higher education. Through programs and services, the Association strengthens and promotes the Catholic identity and mission of its member institutions so that all associated with Catholic higher education can contribute to the greater good of the world and the Church.

ACCU serves its member campuses in a number of timely and critical ways, helping foster vibrant Catholic identity at member institutions, supporting cooperation among members, and responding to emerging member needs.

The Association of Catholic Colleges and Universities is being assisted by the partners of Hyatt-Fennell. Submit materials to: Cheryl Hyatt at accu@hyatt-fennell.com. Applications include a letter of interest, a current résumé, and complete contact information for five professional references, in separate documents. Applications will be held in confidence and should be submitted prior to March 28, 2016 to receive full consideration.
The Association of Catholic Colleges and Universities is committed to providing equal employment opportunities to all individuals without regard to race, color, gender, national origin, age, disability, marital status, or any other characteristic protected by law. Because "The Association strengthens and promotes the Catholic identity and mission of its member institutions through programs and services," the President/CEO and any Vice President must be Catholic and preference will be given in other positions to Catholic applicants who possess requisite qualifications, consistent with the law for religious-affiliated institutions.

The Association will make reasonable accommodations for qualified individuals with known disabilities unless doing so would result in an undue hardship. An individual with a disability for which a reasonable accommodation is needed shall contact the Vice President of Operations in a timely manner to discuss possible accommodations.

Contact Us: accu@hyatt-fennell.com