



# CALIFORNIA STATE UNIVERSITY, STANISLAUS

One University Circle • Turlock California 95382

California State University, Stanislaus is pleased to announce the following position and invites nominations or applications.

## Position: **Associate Vice President (AVP) of Human Resources**

The Associate Vice President is a full-time, 12 month, MPP (Management Personnel Plan) Administrator III position and reports to the Vice President, Business and Finance.

This position is an excellent opportunity for a goal oriented and high energy Human Resources professional to demonstrate his/her leadership abilities as the chief Human Resources officer for a growing and continually evolving medium size University within the California State University system.

The AVP of Human Resources is responsible for planning, organizing, and implementing a comprehensive human resources program for staff, faculty and managers. The human resources services include responsibility for employee relations; administrative oversight of the campus recruitment; employment and performance/retention programs; classification and compensation; payroll; employee benefits; employee leaves; employee disabilities and Americans with Disability Act; workers' compensation; and employee training and development.

The AVP is the President's designee for collective bargaining matters under HEERA and serves as a member of the President's Cabinet. To effectively carry out this role, the AVP of Human Resources must successfully interface with campus managers, labor union representatives and department personnel on campus, as well as individuals at the Office of the Chancellor of the CSU, CSU General Counsel and CSU System-wide Human Resources, other campuses within the CSU, and external entities, agencies, and individuals, as appropriate.

### **Qualifications and Knowledge, Skills and Abilities:**

The ideal candidate has a J.D. degree, has passed the California State Bar and has a minimum of 10 years experience in supervision of professional Human Resources personnel including 5 years management level experience, preferably in a higher education public university.

The successful candidate must have demonstrated:

- Strong management level experience with a demonstrated record of success in problem solving/conflict resolution, planning, project management and in managing a skilled HR professional organization.
- Leadership skills to effectively transition workforce and organizational change;
- Expertise in developing, interpreting, implementing, and articulating complex employment policies and regulations.
- Experience working with employee union contract issues in an educational environment.
- Success in conflict resolution, mediation and/or facilitation skills in order to resolve employee relation matters quickly.
- Ability to maintain confidentiality and communicate effectively with a diverse workforce including faculty, administrators, and staff, both orally and in writing.
- Ability to manage multiple assignments simultaneously in a fast pace work environment with constantly changing priorities.
- Ability to work independently, be self motivated, highly productive and goal oriented.
- Awareness of, and sensitivity to, the educational and professional goals of a multicultural and diverse workforce and student population.
- Ability to promote and develop cost effective employee development programs and tools.

**Salary Range:** Salary will be commensurate with education and experience. This is a 12 month, full-time, CSU Management Personnel Plan (MPP) position with an excellent benefits package. For detailed information on management benefits please refer to the following benefit web page:  
[http://www.calstate.edu/Benefits/Summaries/2007\\_MPP.pdf](http://www.calstate.edu/Benefits/Summaries/2007_MPP.pdf)

**Anticipated Starting Date and Application Procedure:** The position will remain open until filled. Initial screening of candidates will begin the week of August 3, 2009. The successful candidate will be eligible to start in the position no later than October 19, 2009.

Applicants should submit a resume with a cover letter addressing qualifications, as well as names and contact information for five professional work references to:

California State University, Stanislaus  
Attention: **Claire Tyson, Search Committee Chair**  
One University Circle, MSR 290  
Turlock, CA 95382

For questions please contact (209) 667-3077 or e-mail [tburgess@csustan.edu](mailto:tburgess@csustan.edu)

*THE UNIVERSITY:* California State University, Stanislaus serves the San Joaquin Valley, one of the fastest growing areas in the country. Widely recognized for its quality academic programs, the University has 10 nationally accredited programs and approximately 400 full-time faculty. The University offers 40 undergraduate majors, 23 master's programs, and seven post-graduate credentials serving 8,836 students. New instruction facilities have been built for the unique pedagogy of professional programs, laboratory sciences, and performing arts.

CSU Stanislaus was recognized by the American Association of State Colleges and Universities as one of 12 public universities nationwide that demonstrate exceptional performance in retention and graduation rates. *U.S. News and World Report* ranked CSU Stanislaus as one of "The Top Public Universities-Master's" institutions in the West in its *America's Best Colleges* ratings. The University is recognized as a Hispanic-Serving Institution (HSI) by the U.S. Department of Education, and CSU Stanislaus has received national recognition with its ranking as one of the best 366 colleges in the nation by The Princeton Review.

Information contained in this announcement is subject to change with or without notice.

CSU Stanislaus is an Equal Opportunity/Affirmative Action Title IX/Section 503/504 employer. Qualified women, minorities, and persons with disabilities are encouraged to apply. CSU Stanislaus hires only individuals lawfully authorized to work in the United States. Clery act: in compliance with the Jeanne Clery disclosure of campus security policy and crime statistics act, crime report statistics are available at  
<http://www.csustan.edu/UPD/pages/CampusCrimeStatistics/index.html>

The successful candidate must be fingerprinted and successfully pass a background check, which may include checks of employment records, criminal records, civil records, and motor vehicle records. In addition, this position is designated under the California State University's Conflict of Interest Code and, if so, will be subject to filing the Fair Political Practices Commission Form 700.

August 3, 2009

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