



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

Director, Academic Success Center

The Director of the Academic Success Center is a full-time, 12 month, MPP (Management Personnel Plan) position and reports directly to the Associate Vice President for Student Success.

The Director works closely with the Associate Vice President to provide leadership and administrative oversight to the Academic Success Center, which includes Academic Advising, Educational Opportunity Program (EOP), Summer Bridge Program, Promise Scholars, Supplemental Instruction, Pre-Nursing Advising, Remediation, and Faculty Advising Resources. These programs provide services to promote the access, academic achievement and graduation of enrolling undergraduate students.

The Director provides overall management, planning, administration, and evaluation of these programs, services, personnel, policies, procedures, facilities, and budgets. The Director ensures high quality and student-centered approaches to the delivery of services; represents the university and division on internal and external committees; and serves on the division's management team. The position works with other campus departments to foster a campus climate that is welcoming and supportive of our diverse student population.

The Director provides leadership for a complex student affairs unit by working closely with all deans, department chairs, administrators, and appropriate units on-campus. They have direct management oversight of the Academic Success Center and to all programs and services for which the Center is responsible. This includes recruiting, hiring, training, supervising and evaluating employees. The Director is responsible for oversight of budgeted state funds and they will plan, initiate, and direct short- and long-term retention goals and objectives as part of the university and division strategic planning process.

The Director works closely with the Associate Vice President and other directors to create and implement innovative programs in order to improve student retention and graduation rates. They will also develop and deliver workshops for staff and faculty as appropriate and ensure programs are culturally relevant and appropriate for the university. To effectively carry out these tasks, the Director will interface with various individuals and departments on campus, as well as individuals at the Office of the Chancellor of the CSU, other campuses within the CSU, and external entities, agencies, and individuals, as appropriate.

Qualifications and Knowledge, Skills and Abilities:

The successful candidate must have a Master's degree in Higher Education Administration, or related discipline, Ph.D. degree preferred, and at least five years of management experience (to include managing collective bargaining represented staff), in a student-centered retention program at a public or private institution of higher education.

In addition, the successful candidate will have specialized knowledge of CSU EOP guidelines and grant reporting requirements; expertise in program design and development for a diverse student population; familiarity with compliance processes including governmental regulations, financial auditing, quality improvement and university policies and procedures. The successful candidate will have experience working in a collective bargaining environment, excellent written and communication skills; and competency with office technology and software.

The ideal candidate will have demonstrated experience in a student-centered retention program, knowledge of student development theories, and a sensitivity and understanding of the needs of a diverse student body. The candidate will have experience and demonstrated effectiveness in administering retention and academic advising at the university level; expertise and demonstrated experience in personnel management; and problem-solving, oral, and written communication skills.

Further, the ideal candidate will have demonstrated commitment to collaborative teamwork across academic and student affairs divisions, and the ability to establish and maintain cooperative working relationships within a diverse multicultural environment with staff, faculty, administrators, and students.

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/hrs/benefits/documents/management-personnel-plan-mpp-benefits-summary.pdf>

Anticipated Starting Date and Application Procedure: The position will remain open until filled. Initial screening of candidates will begin the week of October 8, 2018. The successful candidate will be eligible to start in the position as soon as possible.

In addition to submitting a standard CSU Stanislaus employment application (download electronic application at http://www.csustan.edu/hr/Employment_Opportunities/Management/index.html), applicants should submit a resume with a cover letter addressing qualifications, as well as names and contact information for five professional references using one of the following methods:

Email: vtaylor@csustan.edu	Mail: California State University, Stanislaus Attention: Human Resources One University Circle, MSR 320 Turlock, CA 95382	Fax: (209) 664-7011
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For questions, please call Dr. Clarissa Lonn-Nichols at (209) 667-3750 or email vtaylor@csustan.edu.

THE UNIVERSITY: California State University, Stanislaus serves the San Joaquin Valley and is a critical educational resource for a six county region of approximately 1.5 million people. Widely recognized for its quality academic programs, the University has 10 nationally accredited programs and approximately 400 full-time faculty. Over eighty percent of full time faculty holds doctorates or terminal degrees in their fields. The University offers 41 undergraduate majors, 24 master's programs, 7 post-graduate credentials, and a doctorate in education serving 8,900 students. New instructional facilities have been built for the unique pedagogy of professional programs, laboratory sciences, and performing arts.

CSU Stanislaus continues to receive national recognition with its ranking as one of the best 373 colleges in the nation by The Princeton Review. The University was one of 12 public universities in the nation to be recognized by the American Association of State Colleges and Universities for demonstrating exceptional performance in retention and graduation rates. In addition, *U.S. News and World Report* ranks CSU Stanislaus as one of "The Top Public Universities-Master's" institutions in the West in its *America's Best Colleges* ratings. CSU Stanislaus also is recognized as a Hispanic-Serving Institution (HSI) by the U.S. Department of Education. Additional information is available at the University's Web site: www.csustan.edu.

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

Applicants requiring necessary accommodations to the application process may contact the Human Resources Department at (209) 667-3351. California Relay Service is available at (800) 735-2922 voice and (800) 735-2929 TDD. As a federal contractor, we are committed to attracting a diverse applicant pool. Please consider completing the Voluntary Self-Identification of Disability form (your response will not be shared with the search committee) at: https://www.dol.gov/ofccp/regs/compliance/sec503/Self_ID_Forms/VoluntarySelf-ID_CC-305_ENG_JRF_QA_508c.pdf.

Pursuant to the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*, the Annual Security Report (ASR), is now available for viewing at: <https://www.csustan.edu/annual-campus-security-report>. The ASR contains the current security and safety-related policy statements, emergency preparedness and evacuation information, crime prevention and sexual assault prevention information, and drug and alcohol prevention programming. The ASR also contains statistics of Clery Act crimes for Stanislaus State for the previous three years. A paper copy of the ASR is available upon request by contacting the Office of the Clery Director located at One University Circle, Turlock, CA 95382, or by calling 209-667-3572.

The university is an Equal Opportunity Employer and does not discriminate against persons on the basis of race, religion, color, ancestry, age, disability, genetic information, gender, gender identity, gender expression, marital status, medical condition, national origin, sex, sexual orientation, covered veteran status, or any other protected status. All qualified individuals are encouraged to apply. CSU Stanislaus hires only individuals lawfully authorized to work in the United States. The person holding this position is considered a 'mandated reporter' under the California Child Abuse

and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 as a condition of employment.

Satisfactory completion of a background check (which includes checks of employment records, education records, criminal records, civil records; and may include motor vehicle records, professional licenses, and sex offender registries, as position requires) is required for employment. CSU will make a conditional offer of employment, which may be rescinded if the background check reveals disqualifying information, and/or it is discovered that the candidate knowingly withheld or falsified information. Failure to satisfactorily complete the background check may affect the continued employment of a current CSU employee who was conditionally offered the position. In addition, this position may be 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.

September 12, 2018