



Now Accepting Applications for
PRESIDENT

Bevill State Community College, a comprehensive community college with four campuses and one instructional site, seeks a visionary and experienced senior administrator, who will provide exceptional leadership as the **President**. The President reports to the Chancellor of the Alabama Community College System.



For consideration, application materials must be received by July 10, 2017.

POSITION SUMMARY

The President is the chief administrative officer of the college and reports directly to the Chancellor of the Alabama Community College System. The President is responsible for administering and supervising the total college program in the assigned college. As chief executive officer, the President must delegate authority and yet retain final responsibility for the effective operation of the college.

RESPONSIBILITIES

- ❖ Follow established policies and procedures of the Alabama Community College System Board of Trustees and the Chancellor.
- ❖ Follow established channels in relating the affairs of the college to the Chancellor and the Alabama Community College System Board of Trustees.
- ❖ Represent the needs of the college at the state and national levels by attending Presidents' meetings, serving on special interest committees, and attending regional and national meetings as appropriate.
- ❖ Appoint all faculty and staff of the institution in prescribed procedures, assign their duties and responsibilities, and ensure periodic evaluation.
- ❖ Report data and information in a timely and accurate manner to the Alabama Community College System Office.
- ❖ Manage the fiscal affairs of the college efficiently and economically.
- ❖ Interpret the mission of the college to local business, industry, and civic interests.
- ❖ Involve the community in planning programs and services to be offered at the college.
- ❖ Promote the maximum utilization of the college's facilities and resources to the benefit of the community.
- ❖ Promote the articulation of the college's programs with secondary and other postsecondary institutions.
- ❖ Secure, as appropriate, governmental and other outside funding for the college projects.
- ❖ Conduct appropriate fund raising activities.
- ❖ Provide leadership for maintaining quality educational programs.
- ❖ Create an atmosphere conducive to high faculty, staff, and student morale.
- ❖ Effectively delegate responsibility and authority to appropriate administrative officers.
- ❖ Maintain open channels of communication with faculty, staff, and students.
- ❖ Direct long-range planning activities which include input from the faculty, staff, and students.
- ❖ Support continuous professional development activities of faculty and staff.
- ❖ Develop annual and long-range goals for the college.



- ❖ Provide effective leadership and management for the overall direction of the institution.

QUALIFICATIONS

- ❖ Earned master's degree is required. Earned doctorate from a regionally accredited college or university is desired.
- ❖ A background of high-level administrative experience with a minimum of five years of senior-level, full-time administrative experience in an applicable institution, government agency or industry is required.
- ❖ Knowledge of the mission and role of public two-year institutions, particularly their important role in community economic development and workforce development is required.
- ❖ Experience in interpreting organizational needs, programs, and activities to the employees, community organizations and agencies, area school systems, the Legislature, and providing services and

training for business and industry is required.

Educational Philosophy

- ❖ Committed to the community college concept of quality education.



- ❖ Committed to the professional development of faculty and staff.
- ❖ Student-oriented in the sense of recognizing that all aspects of the college are to facilitate learning and student development, with the student obtaining a level of competency and the student being kept informed of progress.
- ❖ Committed to the offering of programs that are relevant to the current needs of business and industry.
- ❖ Demonstrated knowledge of the academic transfer programs and evidence of ability to work with

the four-year institutions.

- ❖ Demonstrated knowledge of the technical programs and evidence of ability to work with business and industry.

Personal Characteristics

- ❖ Demonstrated sensitivity to all facets of the community, including the needs of the various groups of which it is comprised.
- ❖ Demonstrated ability to communicate well, both orally and in writing.
- ❖ Demonstrated ability to work as a team member, which includes all segments of the college faculty, staff, students, and governing boards.
- ❖ Demonstrated leadership, decision-making, and coordinating abilities in a complex organization.
- ❖ Demonstrated ability to project a positive public image.



Bevill State Community College

Bevill State Community College was created in 1992 by the consolidation of two premier two-year colleges: Walker State Technical College and Brewer State Junior College. In 1993, the Hamilton Campus of Northwest Alabama Community College merged with Bevill State. University of Alabama Birmingham / Walker College completed the Bevill State's four-campus system in 1998.

Today, Bevill State is an accredited, learning-centered institution dedicated to student success and provides quality educational and training opportunities that enrich lives intellectually, economically, and culturally.

With 286 full-time and 423 part-time employees, the four main campuses and the Pickens County Educational Center offer educational opportunities to over 250,000 people in a seven-county area.



Bevill State's service area spans over 4,600 square miles, from the city limits of Birmingham to the Mississippi state line.

Bevill State strives to provide its students with state-of-the-art, well-equipped campuses to meet the educational and self-developmental needs of each student. Each campus provides extensive library resources, bookstores, meeting facilities, dining facilities and much more.



The college has a total enrollment of more than 3,800 students and offers academic transfer courses, career technical education, health sciences programs, adult education classes, workforce training, corporate education and community education at each of its locations. Nearly 515 of the students attend classes online and by interactive intercampus television systems connected to all of the college's locations.



While 33 percent of the degrees awarded are in the academic transfer programs, 45 percent are in the health sciences. The other 22 percent are in the career tech programs.

In addition to postsecondary classes, Bevill State enrolls more than 500 adult education students per year. The Adult Education program offers free classes in 14 locations across the service area and include GED® Test Preparation; ESL classes; the WorkKeys® Test; employment preparation services; adult literacy; and college prep classes.

In the area of Workforce Development, the college works with existing businesses and industries through the Alabama Technology Network Center, located at the Bevill State Business Incubator. Short-term skills and workforce development training are offered.





Bevill State Community College serves nearly 3,800 students across four campuses and one instructional site. This presidency provides an excellent leadership opportunity for a well-experienced administrator who is committed to successfully preparing students for career paths that meet the area's growing economic and workforce development needs.

Application Procedures

For consideration as an applicant for the position, a complete application package must be received in the ACCS Human Resources office on or before July 10, 2017 at 5:00 p.m. CST. Application materials will be accepted via mail delivery, hand delivery, or via e-mail. Faxed application materials will not be accepted. A complete application packet consists of:

- (1) a letter of interest;
- (2) a completed official presidential application form;
- (3) a comprehensive résumé or curriculum vitae;
- (4) a list of five references, including complete contact information for each reference;
- (5) a comprehensive listing of current and former employers, including complete contact information for each;
- (6) unofficial college transcripts, including identification of the applicant, the institution, and the degree(s) earned.

Application forms may be obtained at www.accs.cc using the link "Employment Opportunities" or by calling (334) 293-4628.

A complete application packet must be submitted to:

ACCS Human Resources
Attn: Ms. Michelle Sylvester
P. O. Box 302130
135 South Union Street
Montgomery, AL 36130-2130

Questions regarding the application and selection processes may be referred to Ms. Michelle Sylvester, Executive Director of Human Resources for the ACCS, by phone at (334) 293-4554 or by email at michelle.sylvester@accs.edu.

Salary: Salary is dependent upon qualifications and experience. The salary range is \$123,824 to \$159,779 and other allowances are provided. Benefits include retirement plan, health insurance, and others.

The successful candidate must be available to assume the position within a reasonable time and must be willing to relocate to the college community. Finalists will be required to provide official college transcripts and submit to a criminal background check.

Selection process is subject to the Alabama Sunshine Law.

The Alabama Community College System is an equal opportunity employer. It is the official policy of the Alabama Community College System that no person shall, on the grounds of race, color, gender, religion, creed, national origin, age, or disability, be excluded from participation in, be denied the benefits of, or subjected to discrimination under any program, activity, or employment.