



SOUTHERN UNION  
STATE COMMUNITY COLLEGE

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NOW ACCEPTING APPLICATIONS FOR:  
*College President*

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*For consideration, application  
materials must be received by:*

**March 19, 2018**

# Employment Opportunity



*Southern Union State Community College, a comprehensive community college with two 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.*

## 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 fundraising 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 related 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.

# Employment Opportunity

## 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.
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## About Southern Union State Community College



The second oldest two-year college in Alabama, Southern Union State Community College (SUSCC) has compiled a rich history throughout its 95 years. Originally chartered by the Southern Christian Convention of Congregational Christian Churches, SUSCC was planned as a feeder school for Elon College in North Carolina. In 1922, 51 students stepped into a single building in Wadley, Alabama that was then known as Bethlehem College; and the dream of a college in east Alabama was realized.

Southern Union remained church-related until October 1, 1964, when the college was the first to be deeded to the state of Alabama to become part of the newly-created system of two-year colleges. The name of the college became Southern Union State Junior College, and it achieved accreditation in 1970 from the Southern Association of Colleges and Schools. In 1993, SUSJC merged with Opelika State Technical College to become Southern Union State Community College.

Today, Southern Union has one campus located in Wadley, one campus located in Opelika and an instructional site in Valley. The college boasts an enrollment of approximately 5,000 students. With 210 full-time and 246 part-time employees, SUSCC serves residents of an eight-county area of East and Central Alabama as well as neighboring Georgia counties. A three-faceted educational emphasis is on academic programs for transferability, technical programs for specialized career competencies and health sciences programs for specialized training in the health field. The college also offers workforce development and adult education programs.



SUSCC has an operating budget of approximately \$43 million. The average age of the student body is 23. More than 64 percent of students receive some sort of financial aid. Twenty-one percent of students are enrolled in a technical education or health sciences program.

Each campus of SUSCC provides library resources and a bookstore. The College's Wadley campus offers an on-campus dining facility and on-campus housing. Both the Opelika and Wadley campuses feature meeting facilities.

Southern Union is one of a select few community colleges to offer a comprehensive program of fine arts by offering acclaimed programs in music, dance, theater and technical production. SUSCC also has a longstanding tradition of excellence in athletics. With approximately 131 student athletes comprising 6 sports (baseball, softball, volleyball, men's and women's basketball and cheerleading), the Southern Union Bison athletic program competes in the Alabama Community College Conference (ACCC) and is a member of the National Junior College Athletic Association (NJCAA).



*Southern Union State Community College serves approximately 5,000 students across two 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 **March 19, 2018 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 resume 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](http://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  
Montgomery, AL 36130-2130

*Applications may be hand-delivered to:*  
135 South Union Street  
Montgomery, AL

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](mailto: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.