



PimaCommunityCollege

ANNOUNCES A NATIONAL SEARCH FOR THE

**Vice Chancellor
for Student Experience**



Pima Community College (PCC), one of the nation's largest multi-campus community colleges, seeks an innovative and collaborative administrator to serve as **Vice Chancellor for Student Experience**. The College invites letters of application and nominations for this senior leadership position.

Pima Community College is a two-year college serving the greater Tucson, Arizona, metropolitan area at six locations throughout Pima County. Founded in 1966, PCC awards certificates and associate degrees in more than 150 transfer and occupational programs. The College also provides workforce development, career training programs, continuing education, and adult education.

Currently serving nearly 42,000 students annually, PCC is committed

to providing convenient, affordable, and accessible high-quality education that has the power to transform the lives of students and improve the community.

The College has been recognized nationally for its programs and student services. The institution has been a semi-finalist for the Aspen Institute College Excellence Program, which recognizes colleges that continue to focus on student success, student learning, certificate and

degree completion, employment and earnings, and high levels of access and success for minority and low-income students.

In 2018, PCC was one of eight colleges and universities nationwide selected by the Institute of International Education (IIE) to receive an IIE Andrew Heiskell Award for Innovation in International Education, which honors the most forward-thinking and successful models for internationalizing the campus, study abroad, and international partnerships.

The Leadership Opportunity

The **Vice Chancellor for Student Experience** (Vice Chancellor) is a newly created position that reports to the President of Campuses and Executive Vice Chancellor for Student Experience and Workforce Development. The Vice Chancellor has two direct reports: the Vice President of Student Affairs and the Dean of College Readiness and Student Success. The Division has over 100 FTE employees, including administrators, part-time and full-time faculty, educational support faculty, and staff.

The Division works with students from their application to their graduation. While the College understands that recruitment, retention, and graduation requires the efforts across the entire college, the Vice Chancellor

Mission Statement

Pima Community College is an open-admissions institution providing affordable, comprehensive educational opportunities that support student success and meet the diverse needs of its students and community.

College Vision

Pima Community College will be a premier community college committed to providing educational pathways that ensure student success and enhance the academic, economic and cultural vitality of our students and diverse community.





will direct and ensure that students are provided services that support their efforts for success in obtaining and completing their education and training.

The Division offers services at all campuses and centers. Services include enrollment management; academic advising, access and disability resources; careers and internships; counseling for career planning, college success, and referrals for personal challenges;

health, wellness, and safety; library services; student life, including student governance and student clubs; testing services; and tutoring.

The Vice Chancellor provides the executive leadership and accountability for the administration, development, assessment, and improvement of student services and experiences. This senior administrator ensures that services and programs deliver excellent student outcomes and meet the College's mission and strategic plan.

The Vice Chancellor develops and articulates a clear vision and makes bold strategic decisions to lead a dynamic and highly engaged team of student affairs professionals that plan, coordinate, and then execute the College's recruitment, admissions, retention, and completion processes.

Using a data-driven approach, the Vice Chancellor leads and understands which existing community college programs have the most promising and relevant evidence behind them and customizes these programs to Pima Community College.

The Vice Chancellor collaborates with the leadership team to develop new programs or reproduce programs from other institutions and ensures that all initiatives are clear, measurable, and outcome oriented. Along with developing strategies to improve existing programs and launch new programs, the Vice Chancellor is expected to engage with leaders at all levels with a focus on how partnerships will be structured and executed to maximize impact on students' success.

In coordination with the Provost and the President of Campuses, the Vice

Lee D. Lambert, JD

Chancellor of Pima Community College



Lee D. Lambert has served as Chancellor of Pima Community College since July 1, 2013. His leadership at the College as well as in higher education and economic development has been recognized. Among his numerous honors, he received the Thomas L. Swanson Leadership award from the Pima Association of Governments in 2019, the Humanitarian Award from the League of United Latin American Citizens in 2018, and CEO of the Year from the Association of Community College Trustees in 2017.

Before joining PCC, he was President of Shoreline Community College, located outside of Seattle, Wash. Over his career in higher education, he has served as Vice President for Human Resources and Legal Affairs at Shoreline and at Centralia College in Washington. He also was a Special Assistant to the President for Civil Rights and Legal Affairs at The Evergreen State College in Olympia, Washington.

A U.S. Army veteran, Chancellor Lambert earned a bachelor's degree in Liberal Arts from The Evergreen State College and a Juris Doctor degree from Seattle University School of Law in Washington.



Chancellor is responsible for the following:

- Ensures the Division of Student Affairs accomplishes the planning, development, administration, supervision, and evaluation of the College's student recruitment, admissions, retention, and completion programs.
 - Ensures there are student-centered services that support each student's ability to successfully move along their academic pathway from registration through graduation and enhance all aspects of the student experience.
 - Creates strong relationships with students and student services to ensure that programs and services are student-centered, mission-driven, and responsive to new challenges and opportunities.
 - Streamlines and broadens access to critical and high-demand services, addresses challenges in providing services to students, and continues to build innovative co-curricular programming.
- Essential Duties & Responsibilities**
- Provide clear vision, leadership, coaching, and direction to all Student Affairs staff for the delivery of quality student development and services initiatives.
 - Serve as a role model for strong leadership while developing

and supporting a culture of collaboration, compliance, and commitment to deliver high-quality services and outcomes.

- Create and maintain an environment where planning, development, and delivery of services for students occur in a creative and effective manner.
- Plan, organize, and administer all student development programs, services and resources with special emphasis on student retention, completion, equity, and student success goals.
- Analyze staff and program responsibilities and reorganize, reassign, or realign to best meet the College's strategic goals and priorities.
- Analyze issues and use foresight and creativity in recommending viable courses of action and advise on student services policies.
- Assure assessment of functional areas to design, develop and implement innovative and effective student recruitment and retention programs, services and procedures.
- Conduct periodic evaluations of programs, services, procedures, and policies to ensure that the Student Affairs program is effective, innovative, proactive, anticipatory, and responsive

to student and community requirements.

- Oversee the development and administration of budgets for each functional area and determine priorities for expenditures.
- Ensure compliance, including preparing and submitting reports, with College policies, procedures and requirements established by legal statutes, board policies, and administrative decisions.
- Interpret and enforce external agencies regulations, policies and practices (Department of Education Title IV, FERPA, Clery Act, etc.).

Job Qualifications and Skills

Candidate must have a master's degree from an accredited institution in Higher Education Leadership, Higher Education Administration, or a related field. A doctorate degree is preferred.

Five years of progressively responsible management and leadership experience related to the area of assignment; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job is required.

Knowledge, Skills, Abilities, and Competencies

- Strategic planning - developing, implementing, and assessing
- Program development - designing, implementing, and evaluating
- Latest student services technology trends and applications





- Development and implementation of goals, objectives, procedures, and administrative procedures
- Higher education administration principles
- Diversity, equity, and inclusion principles
- Principles, practices, and techniques of developing, delivering, and evaluating educational programs
- Utilization of data in decision making
- A deep understanding of current issues and trends in student affairs and student development, and a demonstrated ability to use this knowledge to make innovative, measurable and sustainable improvements to programs and services
- A strong understanding of current issues and trends in student learning, the future of learning, and the future of work
- Enthusiasm for working directly with students, supporting student learning and success, and addressing issues with care and concern
- The ability to provide strong, values-based leadership and to develop and articulate a clear vision for a diverse division
- A history of success with inspiring and empowering high-performing professional teams
- Excellent communication skills, including the ability to quickly establish trust and rapport, build consensus, promote collaboration, and facilitate teamwork
- Exceptional political acumen and experience managing multiple stakeholder agendas
- A history of successfully navigating a complex environment with constant change and ambiguity
- Demonstrated success in developing and managing large budgets
- Experience interacting with faculty and leadership in student affairs to establish and align student services and programs
- Experience in and sensitivity to the diverse academic, socioeconomic, cultural, ethnic, and disability backgrounds of community college students and the community at large
- Demonstrated success in the planning and implementation of programs and services that promote diversity, equity, and inclusion
- Demonstrated success in the integration and implementation of advanced technology (artificial intelligence, mobile technology, Cloud, the Internet of Things, predictive analytics, etc.) to improve efficiency and effectiveness of student support services and improve the overall student experience

Pima Community College

In 1966, the citizens of Pima County, Arizona, approved by a large margin the formation of a junior college district. As a result of this vote, Pima College was established.

Today, the College has multiple campuses — Desert Vista Campus, Downtown Campus, East Campus, Northwest Campus, and West Campus —and centers — Aviation Technology Center, Davis-Monthan Air Force Base, El Pueblo Liberty Learning Center, El Rio Learning Center, and PCC-29 Street Coalition Center.

Seventy-one percent of the students attend part-time, and 55 percent of the students are female. Attracting both recent high school graduates as well as working adults, the average age of students at PCC is 28.

The College is designated as a Hispanic-Serving Institution, with 45 percent of student enrollment being Hispanic/Latino. PCC is an active member of the Hispanic Association of Colleges and Universities (HACU), an association of more than 400 colleges and universities committed to Hispanic higher education success.

PCC has 272 full-time instructional and educational support faculty, providing a 19-to-1 student-to-faculty ratio. The facilities offer state-of-the-art technology, equipment, and furnishings.



Providing traditional and online instruction, PCC offers a wide range of academic and training programs leading to Associate Degrees and certificates. A sampling of programs includes American Sign Language and Interpreter Studies, Culinary Arts, Logistics and Supply Chain Management, Energy Technology, Cyber Security, and Veterinary Science. Programs in the health sciences continue to be among the most popular.

Many students start their studies at Pima and then transfer to a four-year college. Pima has transfer agreements with The University of Arizona, Arizona State University, Northern Arizona University, and other colleges and universities throughout the nation.

Tucson, Arizona

Located in southern Arizona, Tucson has attracted residents with its affordable cost of living, its sunny climate, and its strong higher education offerings. With more than a million people residing in the Tucson metro area, the city is a multi-cultural center, with a unique blend of Western, Mexican, and Native American influences.

Family friendly, Tucson has quality public and private PK-12 schools, including charter schools. In addition to PCC, Tucson is home to the University of Arizona, which enrolls more than 45,000 undergraduate and graduate students.

One of the best features of Tucson is its scenery. Ringed by mountain ranges that emphasize the great desert skies, the metro area has beautiful sunsets and a star-filled evening sky. Outdoor activities range from hiking to golf to ballgames to national parks.

For those seeking indoor activities, the city offers all of the amenities found in major urban areas, including malls, art galleries, museums, fine and casual dining, and live entertainment.



Applications & Nominations

Confidential inquiries are welcomed; nominations are invited.

1. **Application packet must include:**
 - a) Cover Letter, limited to two pages, that describes strengths, skills, and knowledge that will benefit this position
 - b) Current resume
 - c) At least five references with full contact and e-mail information (References will not be contacted without applicant's consent.)
2. **Submit application packet to PimaCC-VCSE@myersmcrac.com** (preferably as PDFs) by **March 6, 2020, for best consideration.**

Submit nominations to PimaCC-VCSE-nominate@myersmcrac.com with contact and e-mail information on the individual being nominated.

Kenny Daugherty, President of **Myers McRae Executive Search and Consulting**, is assisting Pima Community College with this search.



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Pima Community College is an equal employment opportunity/affirmative action employer committed to excellence through diversity. The College prohibits discrimination on the basis of race, color, religion, sex (including sexual harassment and sexual violence), national origin, age, disability, veteran status, sexual orientation, gender identity or any other protected status consistent with applicable federal and state law and College policy. The College encourages all interested individuals to apply.